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# ***JPRS Report***

## **Central Eurasia**

***Military Affairs  
Draft Internal Service Regulations of the  
Ukrainian Armed Forces***

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# Central Eurasia

## Military Affairs

### Draft Internal Service Regulations of the Ukrainian Armed Forces

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## **Internal Service Regulations of the Ukrainian Armed Forces (Draft)**

92UM1139A Kiev NARODNA ARMIYA in Russian  
16, 19, 20, 21, 22, 23, 26, 27, 28, 29 May 92 pp 1-3

[Ukrainian Ministry of Defense Draft Internal Service Regulations, approved by a decree of the Ukrainian Supreme Soviet dated 6 December 1991]

[16 May 92, pp 1-3]

[Text]

These Regulations define the general rights and duties of military servicemen of the Ukrainian Armed Forces and their interrelations, the rules of internal order in a unit and its subunits, as well as the duties of the principal officials and their rights to apply commendations and disciplinary punishments.

The duties of officials not mentioned in these Regulations are determined in Regulations, Manuals and Statutes drafted by the Ukrainian deputy minister of defense, commanders of branches of service of the Ukrainian Armed Forces and chiefs of directorates of the Ukrainian Ministry of Defense, and they are approved by the Ukrainian minister of defense.

The provisions of these Regulations, including the duties of officials of a unit and its subunits, apply equally to servicemen of all units, ships and subunits of the Ground Forces (Ground Defense Forces), Air Forces (Airspace Defense Forces) and Naval Forces.

Routine garrison duty and the duties of officials aboard warships are additionally defined by the Navy Regulations.

All staffs, directorates, services and military educational institutions of the Ukrainian Armed Forces follow the Interior Service Regulations of the Ukrainian Armed Forces equally with military units and subunits.

### **The Military Oath**

I, (last name, first name, patronymical), enter into military service and solemnly vow, to the people of the Ukraine, to always be faithful and devoted to them, to conscientiously and honorably fulfill military duty and the orders of commanders, to strictly follow the Ukrainian Constitution and to maintain state and military secrecy.

I vow to defend the Ukrainian state, and to steadfastly stand guard over its freedom and independence.

I pledge never to betray the people of the Ukraine.

### **The Colors of a Military Unit**

The Colors of a military unit of the Ukrainian Armed Forces are a symbol of honor, valor and glory. They are a reminder to every serviceman of the Ukrainian Armed

Forces of his sacred duty to faithfully serve the Ukrainian people, to defend them courageously and competently, and to steadfastly defend the Ukrainian state, sparing neither one's blood nor life itself.

The Colors are presented to military units at the time of their formation in the name of the President of the Ukraine by representatives of the Ukrainian Ministry of Defense.

The Colors remain with the military unit for all time, regardless of changes in the unit's name and number. Changes in the name and number of a military unit are entered into the Certificate of the President of the Ukraine issued upon presentation of the Colors.

The Colors are always together with the military unit, and on the battlefield they are located in the area of the unit's combat activities.

All personnel of the military unit are obligated to selflessly and courageously protect the Colors in combat and prevent their capture by the enemy.

Upon loss of the Colors, the commander of the military unit and servicemen directly at fault for such disgrace are subject to trial, and the military unit is disbanded.

The Ukrainian Naval Flag, raised aboard a ship of the Navy, symbolizes the Colors of the ship of the Ukrainian Navy, and is an expression of its state affiliation and inviolability.

### **General Provisions**

The Ukraine strives for peaceful coexistence with all states and supports its defense capability at a level of defensive sufficiency to protect against aggression.

Defense of the Ukraine is one of the most important functions of the state, and it is a matter of all the people.

The Ukrainian Armed Forces are intended for armed defense of the independence, territorial integrity and inviolability of the Ukraine.

Defense of the Ukraine is the constitutional duty of each of its citizens.

The Ukrainian Armed Forces develop and conduct their activities on the basis of:

- democracy and humanitarianism;
- supremacy of the Law;
- accountability to constitutional organs of legislative and executive power;
- one-man command and collective decision making;
- universal military obligation of Ukrainian citizens;
- voluntary entry into regular military service;
- observance of military discipline;
- glasnost in the activity of the Ukrainian Armed Forces and maintenance of state and military secrecy;
- absence of party affiliations;
- guaranteed social and legal protection of servicemen.

Overall leadership is provided to the Ukrainian Armed Forces by the Ukrainian President as the Commander-in-Chief of the Ukrainian Armed Forces and chairman of the Ukrainian Defense Council.

Immediate leadership is provided to the Ukrainian Armed Forces by the Ukrainian Minister of Defense.

Military service is a special kind of state service by which Ukrainian citizens fulfill their universal military obligation, and service in the Ukrainian Armed Forces and other military formations on a contract basis.

Servicemen include: officers, shore-based and seagoing warrant officers, compulsory-term servicemen, extended-service servicemen and servicemen serving on a contract basis in the Ukrainian Armed Forces, the Ukrainian National Guard, the Ukrainian Border Troops, the Ukrainian National Security Service and Civil Defense Forces, as well as in other military formations established by the Ukrainian Supreme Soviet, Strategic Deterrent Forces stationed on Ukrainian territory, servicewomen, and cadets in military educational institutions.

Ukrainian citizens called up for military service for the first time or entering the service voluntarily take the military oath of allegiance to the people of the Ukraine.

Persons subject to the military service obligation who had not formerly taken the military oath take it upon being called up for training and at the time of mobilization.

Servicemen and reservists are divided into enlisted personnel, NCO personnel and petty officers, shore-based (seagoing) warrant officers, and officers.

Officers are divided into junior officers, senior-grade officers and general and flag officers.

Every serviceman and reservist is awarded the corresponding rank.

Ranks in the Ukrainian Armed Forces and other forces are divided into those of general forces and seagoing personnel.

Servicemen are under the protection of the state. Their life, health, honor and dignity are safeguarded by Law.

Disobedience to the lawful demands of a serviceman performing the duties of military service, insult, resistance, threat, violence or attempts upon his life, and other actions hindering fulfillment of duties by servicemen incur liability established by Law.

## **Part One. Servicemen of the Ukrainian Armed Forces and Routine Garrison Duty**

### **General Provisions**

1. The daily life and activity of servicemen in a military unit proceed in accordance with requirements of routine garrison duty.

Routine garrison duty is intended to maintain internal order and military discipline in the military unit at a level ensuring its constant combat readiness, quality training of personnel, and their organized fulfillment of other tasks of the daily routine, and to preserve the health of servicemen.

2. Routine garrison duty demands strictly organized actions regardless of the personal wishes of each serviceman.

It must be subordinated to the rule of military law, and to strict fulfillment of the requirements of military service.

3. Fulfillment of the requirements of routine garrison duty instills carefulness, conscientiousness, independence and responsibility. Mutual understanding, benevolence and the readiness to help one another strengthen troop comradeship and unify military collectives, and not only promote fulfillment of the tasks of the daily routine but also make it possible to endure the difficult trials of a combat situation.

Every serviceman is obligated to know and conscientiously fulfill the requirements of routine garrison duty.

4. A serviceman needs special attention during the time of his assimilation of the rules of routine garrison duty. Strict supervision on the part of commanders (superiors) and their personal example help the serviceman clarify the requirements of routine garrison duty. As soon as the serviceman masters the necessary knowledge and habits, he should carry out his duties independently.

5. Leadership is provided to routine garrison duty in a military unit by the commander of the military unit, and within the location of a subunit, by the subunit commander. When several subunits are located in the same space, and the commanders of these subunits do not possess a common immediate superior, leadership of routine garrison duty is assigned within this space to one of the commanders of these subunits by order of the unit commander. The chief of staff is the immediate organizer of routine garrison duty in the military unit, while the company first sergeant is the immediate organizer in the deployment location of a company.

6. Responsibility for the status of routine garrison duty in subordinated units is assigned to all direct superiors. They are obligated to provide subordinated military units and subunits assistance in organizing and ensuring fulfillment of the requirements of routine garrison duty, and to systematically inspect its status.

## **Chapter 1. Rights, Responsibilities and Interrelations of Servicemen**

### **General Provisions**

7. Servicemen are Ukrainian citizens, and they enjoy the rights and freedoms of Ukrainian citizens, as limited by certain conditions of military service. They bear constitutional and other general civic responsibilities, as well



as general, position-specific and special responsibilities determined with regard for the conditions of military service.

8. Restrictions on general civil rights, additional rights granted to servicemen and additional responsibilities imposed on them and determined by the conditions of military service are determined by the Ukrainian Law on the Status of Servicemen, by general military regulations and by other legislative acts of the Ukraine.

9. Servicemen bear liability established for citizens by Ukrainian legislation, with regard for the unique features of their legal position.

10. Organs of state power and administration may establish additional rights and privileges for servicemen and their families in order to improve their social welfare.

11. The content and volume of the rights, responsibilities and liabilities of servicemen depend on whether they are performing the duties of military service (official duties) or not performing such duties.

Servicemen are in the performance of the duties of military service in all cases of their actual fulfillment at the location of the military unit or outside it, including during participation in combat activities, during their time in combat duty (alert duty), in exercises, during training and on temporary duty assignments, as well as during the time of travel to and from a place of service involving maintenance of public order and defense of state and collective property and the property of citizens from criminal transgressions, and saving one's own life and the lives of other people.

12. When necessary, a serviceman so ordered by a commander (superior) is obligated to fulfill the duties of military service at any time.

Servicemen in the performance of the duties of military service are representatives of the government.

#### **General Rights of Servicemen**

13. A serviceman has the right:

- to be provided with civilian rights and freedoms;
- to freedom of conscience;
- to inviolability;
- to the basic rights of servicemen associated with service;
- to material support;
- to work and rest;
- to health;
- to provision of servicemen and their families with living quarters;
- to education;
- to pension support and assistance;
- to mandatory state personal insurance;
- to compensation for inflicted damages;
- to social guarantees of the rights of family members of servicemen.

The rights and freedoms of servicemen are presented in their entirety in Attachment 4—an excerpt from the Ukrainian Law on Social and Legal Protection of Servicemen and Their Families.

14. In addition to this, a serviceman has the right:

- to freely express his thoughts, and when necessary, to submit proposals and applications to higher organs;
- to participate in referendums and election campaigns, to elect, and to be elected to, people's deputies and other organs of power in accordance with the Ukrainian Constitution;
- to travel freely within the limits of the garrison;
- to wear civilian clothing during off-duty hours. Under special circumstances restrictions may be adopted;
- to wear religious symbols beneath his clothes, and to keep religious literature and icons;
- when undergoing treatment in medical institutions, to invite clergymen for confession and communion;
- to marry freely; however, when marrying a foreigner, he (she) must obtain prior permission for this from the unit command;
- to spend regular leave in any country under the same conditions as foreseen for all citizens of the Ukraine;
- servicemen who were employed in agriculture prior to being called up into the Ukrainian Armed Forces enjoy a preferential right to use regular leave at a time convenient for them, with the exception of the time of exercises, inspections and review of troops;
- a compulsory-term serviceman has the right to lengthen service in the Ukrainian Armed Forces by signing a contract;
- to extend a contract voluntarily;
- to temporarily suspend service on a contract basis for family reasons;
- to terminate service on a contract basis at his personal wish.

During performance of the duties of military service, and with the permission of the commander (superior) during off-duty hours, servicemen have the right to wear and keep personal weapons entrusted to them.

15. During performance of the duties of military service, they are also granted the right to use weapons in the following cases:

- to defend servicemen or civilians against an attack jeopardizing their life and health, if it is impossible to defend them by other means and resources;
- to detain persons who have committed a crime and who offer armed resistance, as well as an armed individual who refuses to fulfill lawful demands to surrender weapons, if it is impossible to break resistance, detain a criminal or disarm an individual by other means and resources.

Use of a weapon must be preceded by a warning of the intent to use a weapon and by a warning shot fired into the air, except in cases of surprise attack, an attack

employing combat equipment, transportation resources, aircraft, and sea and river vessels, and armed flight of an individual under guard.

Use of a weapon against women and juveniles is prohibited, except in cases of armed attack on their part or if they offer armed resistance.

#### 16. Things forbidden to servicemen:

- joining political parties and groups, and participating in strikes, rallies, pickets and other acts of civil disobedience;
- participating in games involving money and other games of chance; taking part in the collection of money and organizing various lotteries without the permission of the command;
- bringing into the unit and storing alcoholic beverages, narcotics, and toxic, explosive and flammable substances;
- using narcotic and toxic substances and drugs;
- distributing and keeping pornographic postcards, magazines and other literature directed at undermining morale and military discipline;
- keeping and using photographic, television and radio equipment inside garrisons and in the course of exercises, as well as submitting various materials to the mass media for publication without the permission of the unit's command;
- providing information of a military nature and professional secrets to various firms, partnerships and companies;
- engaging in commercial activity during the time of service in the Ukrainian Armed Forces.

#### 17. Obligations of servicemen:

- holding laws and the military oath sacred and inviolable;
- being honorable, truthful and disciplined, and sparing neither one's strength nor life itself in the fulfillment of military duty;
- obeying the orders of commanders (superiors) unquestioningly, and defending them in combat;
- protecting the Colors of one's unit as a sacred article;
- firmly knowing and competently and conscientiously fulfilling the requirements of military regulations, and one's functional responsibilities;
- constantly improving one's professional training;
- having a perfect knowledge of, and competently using and caring for armament and combat and other equipment entrusted to them;
- caring for military and public property;
- displaying reasonable initiative;
- steadfastly enduring the unique features of military service;
- treasuring troop comradeship, helping comrades in combat and in peace, restraining them from unlawful acts, and rescuing them from danger;
- being vigilant, and strictly preserving military and state secrecy;
- treasuring the honor and combat glory of the Ukrainian Armed Forces, and of one's unit, and the honor and dignity of one's rank;

- engaging in combat activities with energy and stubbornness, without sparing one's own life, until one's task is completely fulfilled;
- assisting commanders (superiors) in maintaining order and discipline in the subunit;
- strictly observing the rules of military courtesy and saluting, wearing the uniform at all times, and dressing cleanly and neatly;
- strictly observing the rules of interrelations when communicating with commanders (superiors) in regard to official and personal matters;
- reporting all incidents involving a serviceman and his admonition to one's immediate superior.

Betrayal of the people of the Ukraine is the gravest crime before the state.

#### Liability of Servicemen

18. Servicemen bear disciplinary, administrative, material and criminal liability for transgressions committed by them.

All servicemen are equal before the Law and the court regardless of rank and position, and have the right to equal protection of the Law.

19. Servicemen bear **disciplinary liability** for violation of military discipline in accordance with the procedure established in Chapter 3 of these Regulations.

20. Servicemen bear **administrative liability** under conditions common to all citizens for violation of driving regulations, hunting, fishing and fishing limit regulations, customs regulations, and for contraband.

21. For material damages inflicted upon the state during the performance of the duties of military service, servicemen bear **material liability** in accordance with the Statute on Material Liability of Servicemen.

Servicemen bear liability under conditions common to all citizens for material damages inflicted not in the performance of duties of military service.

22. Servicemen bear **criminal liability** for crimes against the established procedures of military service in accordance with the Law.

Servicemen bear criminal liability based on universal legislation for committing general crimes.

23. A serviceman is subjected as a rule to one form of liability for committing a violation. In the event of a violation involving material damages, the serviceman compensates for the damages regardless of any other forms of liability imposed on him.

24. A commander (superior) bears criminal liability in accordance with the Law for concealing a crime.

### **Superiors and Subordinates, Seniors and Juniors**

25. In terms of their official position and rank, certain servicemen may be superiors or subordinates, and seniors or juniors in relation to others.

Superiors have the right to give orders, and they must verify their execution. Subordinates are obligated to fulfill orders and instructions of superiors unquestioningly.

26. Superiors to whom servicemen are officially subordinated, even temporarily, are direct superiors. The direct superior closest to a subordinate is called his immediate superior.

27. The following are superiors and seniors by rank:

- NCO's and petty officers—in relation to privates and seamen of the same unit;
- shore-based and seagoing warrant officers—in relation to all NCO's, petty officers, privates and seamen;
- junior officers—in relation to all shore-based and seagoing warrant officers, NCO's and petty officers, and privates and seamen;
- senior-grade officers—in relation to all junior officers, shore-based and seagoing warrant officers, NCO's and petty officers, and privates and seamen;
- general and staff officers—in relation to all senior-grade and junior officers, shore-based and seagoing warrant officers, NCO's and petty officers, and privates and seamen.

28. When servicemen not subordinated to one another carry out official duties together and their interrelations are not determined by the commander (superior), the one of senior rank is the superior.

### **Procedure of Giving and Fulfilling Orders**

29. Orders are given by chain of command. Senior superiors cannot bypass the immediate superior of a serviceman when giving an order to the latter.

30. When giving an order to a serviceman, the superior is obligated to clearly explain its content, and when necessary, support its fulfillment by material and other resources.

A serviceman who receives an order answers: "Yes Sir," and when necessary the superior may ask him to repeat the order, after which he allows him to fulfill it.

Having fulfilled an order he had received, the serviceman is obligated to report to the superior within the time indicated by him.

31. A serviceman who has received an order that is contrary to the Laws and Regulations of the Ukrainian Armed Forces and which is intended to undermine the combat readiness of the Armed Forces has the right to recall this to the commander (superior) who had given such an order, and report the incident to the commander (superior) senior to that commander.

### **Procedure of Introductions to Commanders (Superiors) and Individuals Visiting for Review (Inspection)**

32. Only the unit commander introduces himself to a senior commander (superior) visiting a military unit. Other persons are introduced only when the senior commander (superior) communicates directly with them; the person's position, rank and last name are stated.

33. Servicemen present themselves to their immediate superiors:

- upon accepting and surrendering a position;
- when awarded a rank;
- when awarded a Ukrainian order or medal;
- when leaving on temporary duty or on leave, and upon their return.

Presenting themselves to their immediate superior, servicemen state their position, rank, last name and the reason for presentation.

For example: "Pan Major. Commander of 1st Motorized Rifle Company Captain Petrenko. I present myself on the occasion of my promotion to the rank of captain."

34. Officers and warrant officers newly appointed to a unit present themselves to the unit commander and his deputies, and on receiving an appointment in a subunit, to the commander of the subunit and his deputy.

The unit commander introduces newly arrived officers at a meeting or an assembly of unit officers, and upon assembly of the unit.

35. During a review (inspection) of a military unit, its commander presents himself to the visitor assigned to conduct the review (inspection) in the event that the reviewer (inspector) is equal or senior in rank to the unit commander.

Prior to the beginning of the review (inspection) the commander of the military unit introduces his deputies, the chiefs of the arms and services and the commanders of the subunits to be reviewed (inspected) to the reviewer (inspector).

36. When reviewers (inspectors) visit subunits, the commanders of these subunits greet and report to them.

If the reviewer (inspector) visits a subunit together with the commander of the military unit, the subunit commander reports to the reviewer (inspector) in the event that he is equal or senior in rank to the commander of the military unit.

37. If during a review (inspection) a senior commander (superior) with rank above that of the reviewer (inspector) appears, the commander of the military unit (subunit) reports to him, and the reviewer (inspector) introduces himself. In the event that the visiting senior commander (superior) is junior or equal in rank to the

reviewer (inspector), the commander of the military unit (subunit) does not report to him and does not introduce himself to him.

38. When servicemen from higher staffs visit a military unit (subunit) in the fulfillment of instructions of their commanders (superiors), the commander of the military unit (subunit) presents himself only to the serviceman of senior rank. In other cases the visitors introduce themselves to the commander of the military unit (subunit) and report the purpose of their visit.

#### **Military Courtesy and Behavior of Servicemen**

39. The military greeting is a manifestation of the high culture, mutual respect and unity of servicemen.

All servicemen are obligated to greet one another when they meet, in accordance with requirements of the Drill Regulations of the Ukrainian Armed Forces.

Subordinates and juniors in rank offer the greeting first, and when positions are equal, he who feels himself to be more courteous and educated offers the first greeting. If a serviceman is dressed in civilian clothing, he greets seniors in the manner customary among civilians—that is, by bowing his head.

40. Servicemen must constantly serve as an example of high culture, modesty and restraint, support military honor, defend their dignity and respect the dignity of others. They must remember that not only they but also the honor of the Ukrainian Armed Forces are judged by their behavior.

41. Interrelations between servicemen are based on mutual respect. In official matters they must address each other in the polite form of the pronoun "You." During personal communication, the rank is stated without indicating the combat arm or branch of service.

42. Superiors and seniors communicating with subordinates and juniors officially address them by their rank and last name or only by their rank, in the latter case adding the word "Pan" before the rank. For example: "Private Petrenko," "Pan Private," "Sergeant Royenko," "Pan Sergeant," "Warrant Officer Sidorenko," "Pan Warrant Officer," "Lieutenant Kharchenko," "Pan Lieutenant," "Pan Major" and so on.

Cadets of military educational institutions not possessing the rank of sergeant as well as cadets of training units (subunits) are addressed as "Cadet Ivanenko," "Pan Cadet."

43. Subordinates and juniors communicating officially with superiors and seniors address them by their rank, adding the word "Pan" before the rank.

For example: "Pan Captain," "Pan Major General," "Pan Rear Admiral."

Misrepresentation of ranks, use of nicknames, coarseness and familiar address, and casual handshakes are incompatible with the concept of the military honor and dignity of servicemen.

During off-duty time, when communicating with fellow servicemen, servicemen may address them by their first names, and when communicating with superiors and seniors, their first name and patronymical.

When communicating with a serviceman in the presence of a senior, the latter's permission must be requested for this.

For example: "Pan Captain. Permission to speak to Lieutenant Petrenko."

44. In public places, as well as in urban transportation and commuter trains, when all seats are taken a serviceman is obligated to offer his seat to a serviceman of senior rank.

When a superior (senior) crosses the path of a subordinate (junior) and it is impossible for them to freely pass each other, the subordinate (junior) is obligated to make way and allow the superior (senior) to pass; when it is necessary to overtake a superior (senior), the serviceman must ask his permission to do so.

45. Servicemen must observe courtesy in relation to the civilian population, display special attention and respectfulness in relation to the elderly, women and children, assist in the defense of the honor and dignity of citizens and in the maintenance of public order, and provide aid to citizens in accidents, fires and natural disasters.

46. Servicemen are prohibited from keeping their hands in the pockets of their clothing, and sitting or smoking in places not reserved for this, as well as when traveling on foot. A sober way of life must be the daily rule of behavior of all servicemen. Appearance in an intoxicated state at work and in public places disgraces the honor and dignity of the serviceman.

47. The rules of military courtesy, behavior and military greeting are binding upon servicemen in the reserves and retired servicemen when they are wearing the military uniform.

#### **Chapter 2. Responsibilities of Commanders (Superiors) and the Principal Officials of a Brigade (Regiment)**

##### **General Responsibilities of Commanders**

48. In peacetime and in wartime, a commander (superior) is a one-man commander, and he bears personal responsibility before the people and government of the Ukraine for the constant combat and mobilizational readiness of the military unit or ship (subunit) entrusted to him; for the combat training, indoctrination, military discipline and morale of the personnel; for the condition of armament, equipment, missiles, ammunition, fuel and other materiel, and for safeguarding it; for comprehensive support to the military unit or ship (subunit).

**49. A commander (superior) is obligated:**

- to firmly and consistently implement state policy in the area of the Ukraine's defense, and to instill the national and historical traditions of the Ukrainian people in subordinates;
- to be fully aware of the actual state of the military unit or ship (subunit) entrusted to him, and to take all steps to increase its combat and mobilizational readiness;
- to maintain armament, equipment, missiles, ammunition, fuel and other military property in working condition, safeguard it, and promptly replenish and renew it;
- to always have accurate and detailed information on the actual and available strength of the military unit or ship (subunit), and on the presence and condition of armament, equipment, missiles, ammunition, fuel and other military property;
- to directly supervise combat training, and to promptly plan and transmit missions to subordinates; to test and objectively evaluate attained results, and to summarize the results and reward those who distinguish themselves; to generalize and introduce the best experience into personnel training practice; to effectively utilize the training material base, and to sensibly expend monetary and material resources to improve it;
- to continually improve the methods of command and control of the military unit (subunit); to make a persistent effort to develop his own organizational capabilities, and improve professional training and work skills;
- to make decisions and give orders only in the interests of the service, without violating international law, laws and regulations; to implement orders in strict correspondence with the situation, and to bear liability for them. This liability cannot be substituted by the liability of one's subordinates;
- to set the example of wakefulness and endurance, faultless behavior, and precise execution of laws, regulations, orders and instructions. He must be respectful and fair toward subordinates, he must not permit coarseness, and he must not belittle their personal dignity;
- to be discreet in what he says at work and away from it—a necessary condition for gaining the trust of subordinates;
- to make a systematic effort to strengthen military discipline, prevent incidents and crimes among the personnel, to promptly reveal and eliminate their causes, to analyze the state of military discipline, and to objectively report on it to the higher commander (superior);
- to care for the health of his subordinates, and to delve into their personal life and needs; to see that they receive all of their food and clothing allowance, and monitor its quality. In the necessary cases, to help subordinates with advice, and to petition in their behalf before a senior superior;

- to know the working, moral and psychological qualities of directly subordinated servicemen, and to constantly work with them to further their education and their professional training;
- to select, place and certify officers and shore-based and seagoing warrant officers, to manage selection of candidates for acceptance to military service on a contract basis, to carry out professional selection of candidates for admission to military educational institutions on a competitive basis, and to submit the names of selected candidates for approval to the Officers' Assembly;
- to manage financial and economic activities personally and through the staff, his deputies, and the chiefs of arms and services;
- to take the necessary steps to protect the environment at places of troop deployment and action;
- to organize fire protection of the military unit or ship (subunit);
- to implement measures to protect personnel, armament, equipment and other property from radioactive and other forms of contamination;
- to resolve matters associated with the labor of civilian workers, and to strictly follow existing labor legislation.

**Responsibilities of Officials, Privates and Seamen**

**Brigade (Regiment, Classification 1 Ship, Battalion)  
Commander**

50. In peacetime and in wartime, the commander of a brigade (regiment, classification 1 ship, battalion) bears personal responsibility before the people and government of the Ukraine for the combat and mobilizational readiness of the brigade (regiment, classification 1 ship, battalion); for the combat training, indoctrination, military discipline and morale of the personnel; for the condition of armament, equipment, missiles, ammunition, fuel and other materiel, and for safeguarding it.

The brigade (regiment, classification 1 ship, battalion) commander is the direct superior of all brigade (regiment, classification 1 ship, battalion) personnel.

**51. The commander of a brigade (regiment, classification 1 ship, battalion) is obligated:**

- to maintain the brigade (regiment, classification 1 ship, battalion) in constant combat and mobilizational readiness;
- to maintain the established reserves of armament, ammunition and other materiel in the brigade (regiment, battalion);
- to draft plans of combat and mobilizational readiness and combat training;
- to manage the course of combat training and indoctrination of the personnel;
- to provide competent command and control to the brigade (regiment, classification 1 ship, battalion) both in peacetime and in wartime;
- to personally manage staff training and to conduct training with officers;

- to conduct tactical exercises with the battalion, including with live firing;
- to conduct performance evaluation exercises with the subunits upon completion of their combat teamwork training, and competitions for the unit's best specialist;
- to be aware of the organizational capabilities and professional training of each officer and warrant officer;
- to conduct competitions in order to select candidates for vacated higher positions and for admission to military educational institutions, and to submit the names of candidates for examination and approval to the Officers' Assembly;
- to summarize the results of combat training after completion of the combat teamwork training of the subunits, at the end of a training period and at the completion of the training year;
- to manage selection of candidates for acceptance to military service on a contract basis, and to distribute new replacements among the subunits and administer the oath to them;
- to organize surveillance over the quality and full provision of food to the personnel, to eat in the common mess hall together with the personnel not less than once a month, and to prohibit officials from eating in separate rooms in the officers' or enlisted mess;
- to annually conduct planned and surprise inspections for the presence, condition and maintenance of armament, equipment, missiles, ammunition, fuel and other reserves of materiel, and of its combat readiness;
- to be aware of the actual state of military discipline among the unit's personnel, to take steps to prevent incidents and crimes, to bring all incidents and crimes to the awareness of the procurator without delay and report them to the senior commander (superior), and to provide the necessary assistance to investigatory organs;
- to schedule days and hours for reception of personnel and visitors regarding personal matters, and to make appointments for persons visiting from other cities at a time convenient to them and the commander. At the request of the parents of servicemen, to acquaint them with the life and daily routine of the unit's personnel;
- to manage the financial and economic activity of the brigade (regiment, battalion), ensuring justified and economical expenditure of materiel and money;
- to monitor the condition and operation of the barrack and housing pool and other structures on the unit's territory, and their fire safety;
- to publish the order of the day daily.

#### **Brigade (Regiment, Battalion) Chief of Staff**

52. In peacetime and in wartime the chief of staff of a brigade (regiment, battalion) is responsible: for organizing and maintaining command and control of the regiment's subunits; for the combat and mobilizational readiness of the brigade (regiment, battalion); for planning combat training; for indoctrination, military discipline and the

morale of personnel of the staff and of subunits directly subordinated to him; for the status of records on the personnel, armament, equipment, missiles and ammunition of the brigade (regiment, battalion).

The chief of staff of a brigade (regiment, battalion) is subordinated to the commander of the brigade (regiment, battalion); he is his first deputy and the direct superior of all brigade (regiment, battalion) personnel.

When implementing decisions of the brigade (regiment, battalion) commander, the chief of staff has the right to give orders to persons subordinated to the brigade (regiment, battalion) commander in his name. The chief of staff reports all of the most important orders he has issued to the brigade (regiment, battalion) commander.

#### **53. The chief of staff of a brigade (regiment, battalion) is obligated:**

- to organize the work of the staff and to provide daily leadership to it; to coordinate the work of the deputies of the brigade (regiment) commander and the chiefs of arms and services;
- to constantly be aware of the status and condition of subunits of the brigade (regiment, battalion), as well as the progress in fulfilling their missions;
- to draft the plan of combat and mobilizational readiness of the brigade (regiment, battalion), and measures to protect the brigade (regiment, battalion) from mass destruction weapons, and to manage the mobilizational work of persons permitted to participate in it;
- to draft the combat training plan of the brigade (regiment, battalion) at the direction of the brigade (regiment, battalion) commander, and to monitor its fulfillment;
- to draft the plan for inspecting the condition of subunits and services and for assistance to be provided to them by officials directly subordinated to the brigade (regiment, battalion) commander, and to staff officers;
- to organize communications in the brigade (regiment, battalion), and to monitor fulfillment of the rules of covert command and control by the brigade (regiment, battalion) personnel;
- to organize prompt and proper transmission of all orders of the commander of the brigade (regiment, battalion) and of senior commanders (superiors) to the subunits and services, as well as to verify their execution; to transmit the most important orders and verify their execution personally;
- to conduct training with staff officers of the brigade (regiment, battalion), to manage the training of staffs providing for command and control of the brigade (regiment, battalion), and to inspect the condition and combat readiness of communication resources in the brigade (regiment, battalion);
- to be aware of the working qualities and morale of every officer and warrant officer, as well as of all NCO's on the staff of subunits directly subordinated to him;

- to distribute replacements joining the brigade (regiment, battalion) among the subunits;
- to organize proper storage and maintenance of the Colors of the brigade (regiment, battalion) and orders, as well as other military symbols and documents pertaining to them;
- to organize and monitor preparation and conduct of guard and routine garrison duty in the brigade (regiment, battalion);
- to constantly be aware of the availability of people and the availability and condition of armament, equipment, missiles, ammunition, fuel and other materiel, and to manage maintenance of records on this materiel in the brigade (regiment, battalion) on a daily basis;
- to provide instruction to the brigade (regiment, battalion) duty officer, the staff and checkpoint duty officer prior to assumption of duty, and to subunit commanders (team chiefs) leaving for temporary duty, and to check that these subunits (teams) have everything they need;
- to promptly submit the necessary reports to the higher staff;
- to maintain the brigade's (regiment's, battalion's) history;
- to organize and, not less than once a year, conduct a planned inspection and surprise inspections of the availability and condition of armament, equipment, communication resources and other property, as well as the procedures of their storage in subunits directly subordinated to him.

#### **Brigade (Regiment, Battalion) Deputy Commander**

54. The brigade (regiment, battalion) deputy commander is subordinated to the regiment commander, and he is the direct superior of all brigade (regiment, battalion) personnel.

55. The brigade (regiment, battalion) deputy commander is obligated:

- to participate in the drafting of plans of combat and mobilizational readiness and of the combat training of the brigade (regiment, battalion), and to organize fulfillment of these plans within his area of responsibility;
- to conduct training with officers and warrant officers, as well as training exercises and performance evaluation exercises with subunits of the brigade (regiment, battalion);
- to lead physical training in the brigade (regiment, battalion);
- to inspect the organization and condition of combat training in subunits of the brigade (regiment, battalion), to eliminate revealed shortcomings, and to render assistance to subunit commanders in organizing and conducting training;
- to maintain records on the combat training of the brigade's (regiment's, battalion's) subunits;
- to take the necessary steps to prevent violation of safety rules during training, exercises and fire training;
- to manage the work of fitting out and improving facilities of the training material and equipment base; to maintain records of materiel and money issued for combat training, and its expenditure for the purpose for which it was intended;
- to promptly provide subunits of the brigade (regiment, battalion) with materiel and visual aids for combat training; to monitor their accounting and maintenance;
- to manage efficiency and invention work in the brigade (regiment, battalion); to manage the instruction methods council and to introduce the best training methods into personnel training practice.

#### **Brigade (Regiment) Deputy Commander for Armament**

56. The brigade (regiment) deputy commander for armament (for technical affairs) is responsible in peacetime and in wartime for technical support to the regiment (brigade); for the working condition of rocket and artillery armament, armored vehicles and motor vehicles, and for their technically correct use, maintenance, storage, repair and evacuation; for the condition of motor pools and the organization of routine garrison duty in them; for the training of brigade (regiment) personnel in their specialty; for the combat and mobilizational readiness of subunits and services directly subordinated to him, and for the combat training, indoctrination, military discipline and morale of their personnel. He is subordinated to the brigade (regiment) commander, and he is the direct superior of all brigade (regiment) personnel.

57. The brigade (regiment) deputy commander for armament (technical affairs) is obligated:

- to participate in the drafting of plans of combat and mobilizational readiness and of combat training in the brigade (regiment), and to organize fulfillment of the plans within his specialty;
- to manage the combat training of subunits subordinated to him and the technical training of personnel of the brigade (regiment); to hold classes for officers and warrant officers of the brigade (regiment) on driving, on studying the equipment and on organizing and providing technical support;
- to organize technically correct use of rocket and artillery armament and armored, motor vehicle and other equipment, and prompt work to maintain, repair and evacuate it, and ensure constant technical serviceability of the materiel; to conduct inspections of rocket and artillery armament and of armored and motor vehicle equipment not less than once every 3 months;
- to manage the work of outfitting the motor pools, the tank driving range and the driver training area; to implement measures to service, care for and improve the technical training base; to organize and monitor routine garrison duty in the motor pools;
- to systematically test the personnel's knowledge of armament and equipment operating rules;
- to implement measures to upgrade the class ratings of officers, warrant officers and driver-mechanics (drivers) of the brigade (regiment);

- to be aware of the working qualities and morale of officers, warrant officers and NCO's of subunits and services directly subordinated to him;
- to provide instruction to the motor pool duty officer prior to assuming duty;
- to monitor the correctness of use of fuel, lubricants and special fluids in the subunits;
- to promptly requisition spare parts, motor pool equipment and other property of rocket and artillery armament, and of the armored and motor vehicle services, and to organize their receipt, storage and issue in the brigade's (regiment's) subunits and their proper use;
- to draw up and implement measures to prevent disasters, accidents, breakdowns and other occurrences involving rocket and artillery armament and armored and motor vehicle equipment, and to reveal and study their causes; to implement measures to ensure safety when preparing and operating armament and combat and other equipment, and to implement fire protection measures;
- to be aware of the availability and technical condition of rocket and artillery armament and of armored and motor vehicle equipment, and to organize and monitor established accounting and reporting.

58. In units in which a brigade (regiment) deputy commander for armament (technical affairs) is not foreseen by the table of organization, his duties are carried out by the unit's chief of motor vehicle service.

#### **Brigade (Regiment, Separate Battalion) Deputy Commander for Rear Services**

59. The brigade (regiment, separate battalion) deputy commander for rear services is responsible in peacetime and in wartime for logistical support to subunits of the brigade (regiment, separate battalion) in services subordinated to him: for planning motor transportation and delivery of materiel by the rear services; for trade and personal support to brigade (regiment, separate battalion) personnel; for maintenance of the barrack and housing pool and the firefighting service, for the combat and mobilizational readiness of subunits and services directly subordinated to him, and for specialized rear services tactical training, indoctrination, military and labor discipline and morale of their personnel.

He is subordinated to the brigade (regiment, separate battalion) commander, and he is the direct superior of all brigade (regiment, separate battalion) personnel.

60. The brigade (regiment, separate battalion) deputy commander for rear services is **obligated**:

- to participate in the drafting of the plan of combat and mobilizational readiness of the brigade (regiment, separate battalion), and to organize its fulfillment by subordinated services;
- to manage the activities and the combat and specialized rear services tactical training of subordinated subunits and services, and to conduct training with brigade (regiment, separate battalion) officers and

warrant officers in the problems of organizing rear support and management of unit administrative and support services;

- to organize timely provision of materiel to subunits of the brigade (regiment, separate battalion) by subordinated services, and to ensure that every serviceman receives his normal share of materiel;
- to be aware of the working qualities and morale of officers, warrant officers and civilian workers of subunits and services directly subordinated to him;
- to organize delivery of materiel to subunits (the brigade, regiment, battalion) by rear services, to plan the work of motor transportation delivering such materiel on the basis of orders from the chiefs of arms and services, and to ensure its proper and effective use;
- to inspect, not less than once every 3 months, the availability and condition of materiel at depots, and to organize annual inventory of all property and equipment of subordinated services;
- to ensure proper expenditure of fuels and lubricants and observance of fuel allocation limits;
- to organize bath and laundry services and timely transition to summer and winter uniforms in subunits of the brigade (regiment, separate battalion);
- to be aware of the availability and condition of equipment in subordinated subunits and services, and to ensure its proper use, repair and evacuation;
- to organize proper operation and prompt repair of residential and nonresidential buildings and structures, maintenance of order in the territory in which subunits of the brigade (regiment, separate battalion) are stationed, and fire protection of rear services facilities;
- to draw up measures in military economics and organize their implementation;
- to manage the brigade's (regiment's, separate battalion's) subsidiary farm.

#### **Company (Classification 4 Ship) Commander**

61. The company (classification 4 ship) commander is responsible in peacetime and in wartime for the combat readiness of the company (ship), and for the combat training, indoctrination, military discipline and morale of the company's (ship's) personnel; for maintenance of internal order in the company (aboard ship); for the condition of armament, equipment and other military property of the company (ship) and for safeguarding it; for successful fulfillment of combat missions by the company (ship); for management of company (ship) administrative and support services.

The company (classification 4 ship) commander is subordinated to the battalion (division, ship) commander, and he is the direct superior of all company (ship) personnel.

62. The company (classification 4 ship) commander is **obligated**:

- to maintain company (ship) personnel, armament and equipment in constant combat readiness for combat use;



- to know the tactics of the company within the composition of a battalion in different forms of combat, and to competently direct fire and movement of the company in the course of tactical exercises and in combat;
- to maintain a perfect knowledge of and competently control all of the company's weapons and equipment, and to store and use it properly;
- to continually improve his professional and teaching skills;
- to set the example to subordinates in exemplary fulfillment of one's military duty, military bearing and physical endurance;
- to teach company personnel what they need in war, and to strictly observe methodological consistency in training; to spare no time or effort in individual training of personnel;
- to be respectful of subordinates, and to show concern for the career development of young NCO's and officers and for the unity of the military collective. To prohibit improper interrelations between servicemen;
- to know each subordinate: rank, last name, time of service, position occupied or specialty, family status, and the working qualities and morale of each serviceman in the company (aboard ship), and to constantly do individual work with them in military indoctrination;
- to prevent interruptions in combat training lessons and disruption of the daily routine, and to monitor observance of military discipline and order in the company (aboard ship);
- to instill a love of military service and the acquired specialty, and a careful attitude toward weapons, combat equipment and property belonging to the company (ship) in all company (ship) personnel;
- to show concern for subordinates, to delve into their needs, and to petition senior superiors to satisfy their requests;
- to monitor the appearance of subordinates, and to implement measures for prompt repair (replacement) of clothing and footwear, and its cleaning and drying;
- to strictly observe safety measures in the company (aboard ship) when handling weapons, ammunition and equipment during its maintenance and combat use; to promptly surrender spent shell casings and unexpended ammunition and other explosives to the unit depot;
- to report the needs of subordinates and commendations and punishments imposed on company (ship) personnel to the battalion commander;
- to conduct instructor training with company (ship) NCO's and officers;
- to organize proper accommodation of company personnel at permanent stations and in the field;
- to keep the company's training material and equipment base in working condition, and to improve it;
- to see that all interior spaces assigned to the company are maintained and properly used, that the part of the territory assigned to the company is kept clean, and that fire protection measures are implemented in the company (aboard ship);
- to prepare personnel detailed from the company for the daily detail, and to monitor their work;
- to inspect and brief servicemen belonging to the company going on liberty, on leave or on temporary duty, and document their return;
- to periodically attend reveille and evening inspection in the company;
- to keep required records on the company's combat training and personnel; to always know the listed, available and actual personnel strength precisely, and the availability and condition of armament, equipment, ammunition, fuel and other military property;
- to select candidates for military service on a contract basis and candidates for admission to military educational institutions;
- to conduct competitions for NCO positions, and promotion examinations for the company's privates and NCO's;
- to ensure that compulsory-term servicemen in the company promptly receive authorized pay and allowances; to show concern for the daily life of his subordinates and delve into their needs; to see that they observe the rules of personal hygiene;
- to see that subordinates follow the rules of uniform wear, that gear, clothing, and footwear is properly fitted, and that privates and NCO's maintain their appearance and bearing;
- to organize timely receipt and proper use, upkeep, technical maintenance and repair of armament, equipment, barrack inventory, and the company's clothing, related gear, and technical and other property; to inspect the availability, condition and accounting of this equipment not less than once a month; to enter the results of inspecting armament, equipment, missiles and ammunition into the armament, equipment, missile and ammunition inspection book (Attachment 17);
- to inspect preparation of the company's armament and equipment prior to every departure for exercises or classes, and its presence upon returning from classes and exercises; to take steps to prevent disasters, accidents and breakdowns;
- to compare, once a month, company personnel records and records of military property with unit records;
- to manage the company's administrative and support services.

#### Company Deputy Commander

63. The company deputy commander is responsible for the company's combat training, and for maintenance of facilities of the training material and equipment base, training instruments and equipment in working condition; for mass-participation sports activities; for maintenance of internal order and military discipline in the company. He is subordinated to the company commander, and he is the direct superior of all company personnel.

64. The company deputy commander is **obligated**:

- to participate in the scheduling of classes, and to keep records on company combat training;
- to know the company personnel thoroughly, and to constantly do individual work in military indoctrination of subordinates;
- to conduct classes with warrant officers, NCO's and the company's platoons;
- to assist platoon commanders in organizing and conducting combat training and to correct revealed shortcomings;
- to be knowledgeable of company armament and equipment (materiel, rules of operation, storage and upkeep) and to personally inspect its availability and combat readiness;
- to conduct mass-participation sports activities in the company;
- to maintain military discipline and internal order in the company; to prepare the daily detail and inspect its work when so instructed by the company commander;
- to see that the part of the territory assigned to the company is kept clean, and that company personnel fulfill fire safety rules;
- to periodically attend reveille and evening inspection in the company;
- to participate in preparation of armament and equipment for training and exercises, and implement measures to prevent disasters, accidents and breakdowns;
- to require company personnel to observe the rules of uniform wear;
- to organize proper use and storage of training aids, instruments, equipment and facilities of the training material and equipment base present within the company or assigned to it.

**Company First Sergeant**

65. The company first sergeant is responsible in peacetime and in wartime for the proper work of privates and NCO's; for military discipline and maintenance of internal order in the company; for safeguarding the company's armament, equipment, ammunition and other property, and the personal articles of servicemen in storage. He is subordinated to the company commander, and he is the direct superior of the company's NCO's and privates.

In the absence of company officers, the company first sergeant carries out the duties of the company commander.

66. The company first sergeant is **obligated**:

- to know the company's privates and NCO's: rank and last name, time of service, occupied position or specialty, personal qualities and family status, and show concern for them;
- to support company combat training with everything necessary, and to conduct classes personally when so instructed by the company commander;
- to promptly receive and inspect weapons, ammunition, gear and other property delivered to the company, to strictly monitor its availability and its proper use, storage and upkeep, and to maintain required records and reports;
- to promptly send weapons, gear and other property requiring repair to the shop; to see that repair materials with which the company's personnel can repair their clothing are available;
- to distribute service details among the platoons, to personally schedule the sequence of details by NCO's, and to verify the correctness of scheduling details in the platoons;
- to inspect the appointed company daily detail prior to work, brief it, test its knowledge of its duties, and promptly put it to work;
- to issue ammunition for guards with the permission of the company commander, and for the duty subunit when so instructed by the unit duty officer, and to personally receive and inspect it after its surrender;
- to monitor precise fulfillment of duties by the company duty officer and orderlies;
- to monitor the appearance of privates and NCO's, and to individually fit their clothing and footwear;
- to inspect and send off every team appointed from the company; to present teams being sent away from the unit to the duty officer; to personally lead the company to the baths and present it for medical checkup;
- to lead the morning inspection and conduct the evening inspection;
- to lead the company to the mess hall or send it under the command of one of the platoon deputy commanders;
- to submit, to the unit duty officer by way of the company duty officer, information on persons absent from evening inspection, and when there are persons absent without leave, their last names;
- when compulsory-term privates and NCO's leave the unit on liberty, to issue badges or passes to them, and to check the neatness of their uniforms or civilian clothing and their knowledge of the rules of behavior on the street and in public places;
- to submit an order, by way of the company duty officer to the mess hall duty officer, to save food for persons serving on a detail or absent on official business;
- to submit an order to the unit food supply service to put servicemen on rations on the day of their arrival and to remove them from rations when leaving the unit location permanently or on leave;
- to organize maintenance of cleanliness and order in all interior spaces assigned to the company and to manage their general cleaning, as well as cleaning of the part of the territory assigned to the company;
- to see that the rules of using heating stoves are fulfilled, that firefighting equipment is serviceable and that the company's privates and NCO's observe fire safety rules;
- to report all incidents in the company to the company commander without delay;
- in the absence of company officers, to fulfill orders of senior superiors, reporting this to the company commander;

- to report commendations and punishments imposed on the company's privates and NCO's to the company commander;
- to organize storage and accounting of received regulations, manuals and training aids, and their issue for temporary use, and to monitor their storage in the platoons;
- when leaving the company's location, to assign one of the platoon deputy commanders to act in his place.

#### **Company Quartermaster Sergeant**

67. The quartermaster sergeant is subordinated to the company first sergeant.

**He is obligated:**

- to maintain records of all property in the company storehouse;
- to obtain property from the unit depot, and to issue weapons, technical property, gear, clothing, underwear and footwear to the company's privates and NCO's on the basis of issue lists; to receive surrendered property on the basis of issue lists, and maintain precise accounting of it;
- to mark clothing and related gear as instructed and under the guidance of the company first sergeant;
- to promptly send weapons and property requiring repair to the unit shop;
- to safeguard clothing and related gear stored in the company storehouse and to keep it completely in order;
- when instructed to do so by the first sergeant, to accept personal articles from privates and NCO's and issue receipts for them, and to store these articles according to established procedure.

#### **Company Clerk**

68. The company clerk is subordinated to the company first sergeant.

**He is obligated:**

- to store and keep company documents in order;
- to draw up the daily report on instructions from the company first sergeant, and to submit it to the company commander for signature;
- to account for and store regulations, manuals and training aids present in the company.

#### **Platoon (Group, Turret) Commander**

69. The platoon (group, turret) commander is responsible in peacetime and in wartime for the combat readiness of the platoon (group, turret); for the combat training, indoctrination, military discipline and morale of his personnel; for the condition of armament, equipment and other military property of the platoon (group, turret) and for safeguarding it; for successful fulfillment of combat missions by the platoon (group, turret); for maintenance of internal order in the platoon (group,

turret). He is subordinated to the company (department) commander, and he is the direct superior of all platoon (group, turret) personnel.

**70. The platoon (group, turret) commander is obligated:**

- to keep the platoon's personnel, armament and equipment in constant combat readiness for combat use;
- to know the tactics of the platoon as part of the company in different forms of combat, and to competently direct the fire and movement of the platoon in the course of tactical exercises and in combat;
- to maintain a perfect knowledge of and competently control all types of weapons and equipment belonging to the platoon, and to store and use it properly;
- to continually improve his professional and teaching skills;
- to set the example to subordinates in exemplary fulfillment of his duty, military bearing and physical endurance;
- to teach the platoon's personnel that which they need in war, and to maintain strict successiveness in training; to spare neither time nor effort in individual training and indoctrination of the personnel;
- to be respectful of subordinates, and to show concern for development of young privates and NCO's and the unity of the military collective; to prevent improper interrelations between servicemen;
- to know every subordinate: first name, last name, date, month and year of birth, religious beliefs, personal qualities and interests, nature of employment prior to military service, family status, the address of parents (relatives), and successes and shortcomings in service;
- to prevent interruption of combat training and disruption of the daily routine; to ensure observance of military discipline and order in the platoon;
- to instill in all personnel a love for military service and the acquired specialty, and a careful attitude toward the platoon's weapons, combat equipment and property;
- to show concern for subordinates, to delve into their needs, and to petition in behalf of their needs before senior superiors;
- to monitor the appearance of subordinates, and to take steps to promptly repair clothing and equipment, clean it and dry it;
- to strictly observe safety measures when handling weapons, ammunition and equipment at the time of its maintenance and combat use; to promptly surrender spent shell casings and unexpended ammunition and other explosives to the company ammunition supply point;
- to promptly report the needs of subordinates and commendations and punishments imposed on the platoon's privates and NCO's to the company commander;
- to attend reveille and evening inspection in the platoon not less than once every 2 weeks;
- to ensure, on a daily basis, proper use and upkeep of armament, equipment, gear, clothing and other military property in the platoon, and to personally inspect it and check its availability;

- to check preparation of armament and equipment prior to departure for each exercise or class, and its presence and condition upon returning from classes and exercises.

#### Platoon Deputy Commander

71. The platoon deputy commander is responsible in peacetime and in wartime for internal order in the platoon, for military discipline, for proper service by the personnel and for the appearance of every private and NCO.

He is subordinated to the platoon commander, and to the company first sergeant in regard to routine garrison duty, and he is the direct superior of the platoon's privates and NCO's.

72. The platoon deputy commander is obligated:

- to teach and indoctrinate the platoon's privates and NCO's, and to personally conduct classes when so instructed by the platoon commander;
- to know each subordinate: first and last names, year of birth, personal qualities, nature of employment prior to military service, family status, and successes and shortcomings in combat training;
- to ensure observance of military discipline and proper service by squad commanders and all platoon personnel;
- to keep the platoon's armament, equipment, gear and other property in serviceable condition, and to strictly monitor its availability;
- to see that interior spaces are kept clean; to require that personnel keep bedding, clothing and footwear serviceable and neat; to ensure that minor repairs are carried out promptly on clothing and related gear belonging to the platoon's personnel;
- to conduct morning inspection of platoon personnel;
- to report to the platoon commander all requests of subordinates, and all commendations, violations and punishments;
- to appoint NCO's to service details, to maintain the platoon detail list (Attachment 13), and to keep records on the platoon's personnel, armament, gear and other property;
- to constantly know where subordinates are, and what they are doing;
- when ordered to act in behalf of the platoon commander or company first sergeant, to fulfill his duties.

#### Squad Commander

73. The squad commander is responsible in peacetime and in wartime for the training, indoctrination, military discipline, morale, military bearing and physical fitness of subordinates; for proper use and upkeep of armament, equipment and gear, and for the appearance of personnel; for successful fulfillment of combat missions by the squad.

He is subordinated to the platoon commander and his deputy (chief petty officer in charge), and he is the immediate superior of squad personnel.

74. The squad commander is obligated:

- to keep personnel, armament, equipment and gear in constant readiness for combat use;
- to know the squad's tactics and different forms of combat, and to competently direct the squad, its fire, and movement of infantry fighting vehicles (armored personnel carriers) in the course of tactical exercises and in combat;
- to maintain a perfect knowledge and competently control the squad's weapons and equipment, and to properly store and use it;
- to teach squad personnel that which they need in war, and to develop military bearing and physical endurance in them;
- to constantly improve his professional and teaching skills;

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[Text]

- to set the example for subordinates in exemplary fulfillment of military duty, behavior, industriousness, military bearing and physical fitness;
- to be respectful of subordinates, and to curtail attempts at improper interrelationships between servicemen;
- to know each subordinate: first and last name, date, month and year of birth, religious beliefs, personal qualities and interests, nature of employment prior to military service, family status, and successes in service and shortcomings;
- to prevent disruptions of the daily routine, and to monitor cleanliness and internal order in the squad;
- to instill a love for military service and one's specialty and a careful attitude toward weapons, equipment and property in squad privates (seamen);
- to show concern for subordinates, and to delve into their needs; to monitor their neatness and appearance;
- to take steps to promptly dry clothing and repair it;
- to strictly observe safety measures when handling weapons and equipment, and during its maintenance and combat use; to promptly surrender spent shell casings and unexpended ammunition as well as other explosives to the ammunition supply point;
- to promptly report all illnesses, complaints and requests of subordinates, commendations and punishments imposed on them, and cases of loss or malfunction of armament, ammunition and other property to the platoon deputy commander (petty officer in charge);
- to constantly know where subordinates are, and what they are doing.

### Responsibilities of a Private (Seaman)

75. A compulsory-term private (seaman) and one serving on a contract basis is responsible in peacetime and in wartime for fulfilling his duties and missions, and for the good working condition of weapons, equipment and other property assigned to him. He is subordinated to the squad commander.

76. Besides fulfilling general responsibilities of servicemen, a private (seaman) is **obligated**:

- to fulfill his official duties in exemplary fashion, to maintain perfect mastery of weapons and combat and other equipment entrusted to him, and to maintain it in good working condition and ready for combat use, to conscientiously study military affairs, and to be ready to fulfill missions in defense of the interests of the Ukrainian people;
- to toughen himself daily, and to improve his physical fitness and morale;
- to respect the honor and dignity of commanders (superiors) and comrades in service, and to observe the rules of military courtesy, behavior and greeting;
- to constantly be in uniform and neatly dressed, to be careful of clothing and footwear, and to clean it promptly; to observe the rules of personal hygiene;
- to know the positions, ranks and last names of his direct superiors;
- to strictly fulfill safety requirements when handling weapons (when armed) and ammunition, when working on equipment, and in various jobs; to observe fire safety requirements;
- when it is necessary for him to leave the subunit (unit), to request permission to do so from the squad commander, and to report his arrival to the squad commander upon his return;
- to behave with dignity and honor when away from the unit.

### Chapter 3. Military Discipline and Disciplinary Practice

#### General Provisions

77. Military discipline is defined as strict and precise observance, by all servicemen, of order and of rules established by Ukrainian laws and military regulations.

78. Military discipline is based on every serviceman's awareness of his military duty and personal responsibility for defending the Ukrainian state, its freedom and independence.

79. Military discipline is attained:

- by instilling national historical traditions of the Ukrainian people in servicemen;
- by maintaining proper internal order in the units (subunits) and unifying the military collective;
- through high exactingness toward subordinates and respect of their rights and personal dignity;
- by showing constant concern for the needs of subordinates, and by competently combining measures of

persuasion and compulsion;

- by exemplary fulfillment of military duty before the motherland, faultless behavior and fairness toward subordinates on the part of commanders.

80. A serviceman must obey his commander (superior).

81. An order of a commander (superior) must be fulfilled with maximum application of effort, completely, conscientiously and without delay. An order which diminishes human dignity or which is given not in the interests of the service is considered to be unfulfillable; incorrect understanding of such orders may serve as a justification only when in view of existing circumstances the serviceman was unable to take steps to avoid misunderstanding or resistance to the order by lawful means.

82. An order must not be fulfilled if it calls for criminal action.

Liability for fulfilling such orders comes into play only if the subordinate acted consciously or if circumstances known to him made the criminal nature of the actions obvious.

83. A commander (superior) has the right and is obligated to demand obedience from his subordinates; at the same time he may not give orders to carry out actions contrary to law, the customs of war and international conventions, or actions which are criminal, or actions directed against the security and inviolability of Ukrainian borders.

84. A commander (superior) must respect the right of subordinates, commend those who excel, and punish those who commit offenses, within the limits of the authority granted to him.

#### Commendations

85. Commendations are applied as recognition of the distinguished service of a serviceman, and they are an important means of indoctrinating servicemen and reinforcing military discipline.

Commendations are employed in the following cases:

- for courage and valor displayed in combat;
- for display of exceptional boldness or self-sacrifice in peacetime;
- for high indicators in combat training;
- for setting the example in combat, and in routine garrison and guard duty;
- for devotion to the military collective;
- for praiseworthy acts.

86. The question as to the suitability of applying a commendation is resolved on the basis of the form of commendation the particular serviceman deserves for exemplary fulfillment of his military duty or individual outstanding acts; the serviceman's previous behavior is considered in this case.

87. An announced commendation must be deserved, and the opinion of fellow servicemen may be considered in its application; when a commendation is to be presented by a higher commander (superior), the opinion of the immediate commander (superior) may be considered.

An announced commendation may be rescinded if it is established that it was announced undeservedly. The decision to rescind a commendation is made at the level of authority at which it was announced.

88. The forms of commendation commanders (superiors) have been granted the right to employ are: announcing gratitude; granting an extra pass or shore leave; awarding certificates, diplomas, badges, valuable gifts or money; awarding the title "Outstanding Specialist" to compulsory-term servicemen and "Outstanding Specialist of the Ukrainian Armed Forces" to servicemen serving on a contract basis and to officers and generals, and granting short-term and extra leaves and money prizes.

89. Upon demobilization, compulsory-term servicemen may receive a certificate from the commander (superior) attesting to their services to the Ukrainian Armed Forces, and to good behavior during service.

A commander (superior) may refuse to issue such a certificate to servicemen whose behavior was only satisfactory.

90. All commendations are announced to servicemen orally or in writing (in an order), personally to the serviceman or before the formed subunit or unit, and at meetings of the corresponding officials and at Officers' Assemblies.

91. Records of commendations applied to servicemen are kept on a special form—the service record (Attachment 13).

92. Servicemen may be nominated for orders and medals for heroism and courage in the performance of military duty in the course of combat activities and in defense of the state border.

93. In exceptional cases servicemen may be nominated for government awards in peacetime for displaying heroism and courage, for self-sacrifice with the goal of preventing the death of servicemen or civilians, and in the rescue of expensive military equipment, armament, ammunition and other material valuables.

94. For irreproachable service in the Ukrainian Armed Forces, servicemen serving on a contract basis and officers and generals are nominated for orders.

#### Forms of Commendations

95. Gratitude is announced for exceptional acts, for courage displayed in combat, for boldness and self-sacrifice in peacetime, for high indicators in combat training and for exemplary service. The moral significance of gratitude depends on the level of command at

which it is announced. Gratitude is announced to a single serviceman or to the subunit, and it is brought to the awareness of all personnel subordinated to the commander (superior) who announced gratitude.

96. Permission for an extra pass or shore leave is granted to compulsory-term servicemen for up to 24 hours for successes in combat training, for distinguished service, for competent operation and maintenance of equipment and armament, and on religious holidays to servicemen who are believers.

97. Certificates, diplomas and badges are presented to servicemen who attained high indicators in combat training in the course of various inspections and competitions, for successful work and for display of personal initiative directed at improving service, raising its effectiveness or improving equipment and armament further. A valuable gift or money prize is awarded together with the certificate and diploma.

98. The "Outstanding Specialist" and "Outstanding Specialist of the Ukrainian Armed Forces" chest badges are presented to servicemen for high professionalism in combat training and exemplary discipline. Servicemen receiving this award receive 20 percent extra monthly pay.

The extra pay is paid to servicemen prior to the next end-of-training-period performance evaluation. If the serviceman had not maintained the level of previous results, he loses the extra pay.

The "Statute on Outstanding Specialists in the Ukrainian Armed Forces" is used as a guideline in determining servicemen deserving of the "Outstanding Specialist" and "Outstanding Specialist of the Ukrainian Armed Forces" chest badges and extra pay.

99. Short-term leaves of up to 3 days are announced for conscientious fulfillment of duties and exemplary military discipline to servicemen with families or relatives outside the garrison.

100. Extra leaves up to 5 days long are announced to compulsory-term servicemen and cadets of military educational institutions for high indicators in combat training and for competent operation and maintenance of equipment, armament, ammunition and missiles.

101. A money prize is presented to servicemen for high indicators in combat training, military discipline, competent operation and maintenance of equipment, armament, ammunition and missiles, and economization of ammunition, fuel, lubricants and other materiel and money.

102. Commendations Applied to Compulsory-Term Privates, Seamen, NCO's and Petty Officers

- a) announcement of gratitude;
- b) the granting of one extra pass or shore leave;
- c) presentation of certificates, diplomas, badges and valuable gifts;

- d) presentation of the "Outstanding Specialist" chest badge;
- e) presentation of a short-term extra leave;
- f) presentation of a money prize.

103. Commendations Applied to Privates, Seamen, NCO's, Petty Officers and Shore-Based and Seagoing Warrant Officers Serving on a Contract Basis

- a) announcement of gratitude;
- b) presentation of certificates, diplomas, badges and valuable gifts;
- c) presentation of the "Outstanding Specialist of the Ukrainian Armed Forces" chest badge;
- d) presentation of a money prize;
- e) the granting of a short-term or extra leave.

104. Commendations Applied to Officers and Generals

- a) announcement of gratitude;
- b) presentation of certificates, diplomas, badges and valuable gifts;
- c) presentation of the "Outstanding Specialist of the Ukrainian Armed Forces" chest badge;
- d) presentation of a money prize.

**Rights of Commanders (Superiors) to Apply Commendations to Compulsory-Term Privates, Seamen, NCOs and Petty Officers Subordinated to Them**

105. A squad commander, platoon deputy commander, company first sergeant (chief petty officer in charge), platoon (group) commander and company (classification 4 ship) commander have the right:

- a) to announce gratitude;
- b) to grant one extra pass or shore leave.

106. A battalion (classification 3 ship) commander has the right:

- a) to announce gratitude;
- b) to grant one extra pass or shore leave;
- c) to award certificates, diplomas, badges and valuable gifts;
- d) to grant short-term or extra leave.

107. The regiment (classification 1 ship) commander and the separate battalion commander have the right:

- a) to announce gratitude;
- b) to grant one extra pass or shore leave;
- c) to award certificates, diplomas, badges and valuable gifts;
- d) to grant short-term or extra leave;
- e) to award a money prize;
- f) to award the "Outstanding Specialist" chest badge.

**Rights of Commanders (Superiors) to Apply Commendations to Privates, Seamen, NCO's and Petty Officers Subordinated to Them Serving on a Contract Basis**

108. A squad commander, a platoon deputy commander, a company first sergeant (chief petty officer in charge), a platoon (group) commander and a company (classification 4 ship) commander have the right:  
—to announce gratitude.

109. A battalion (classification 3 ship) commander has the right:

- a) to announce gratitude;
- b) to award certificates, diplomas, badges and valuable gifts;
- c) to grant short-term or extra leave.

110. A regiment (classification 1 ship) commander and a separate battalion commander have the right:

- a) to announce gratitude;
- b) to award certificates, diplomas, badges and valuable gifts;
- c) to award a money prize;
- d) to award the "Outstanding Specialist" chest badge;
- e) to grant a short-term or extra leave.

**Rights of Commanders (Superiors) to Apply Commendations to Officers Subordinated to Them**

111. A company (classification 4 ship) commander and a battalion (classification 3 ship) commander have the right to announce gratitude.

112. A regiment (classification 1 ship) commander and a separate battalion commander have the right:

- a) to announce gratitude;
- b) to award certificates, diplomas, badges and valuable gifts;
- c) to award a money prize.

**Rights of Commanders (Superiors) to Apply Commendations to Generals and Admirals Subordinated to Them**

113. A corps (squadron) commander and an army (flotilla) commander have the right to announce gratitude and to award certificates, diplomas, valuable gifts and a money prize.

114. A division (ship division) commander, a corps (squadron) commander and an army (flotilla) commander enjoy the right of applying commendations to privates, seamen, NCO's and petty officers serving their compulsory term of service and serving on a contract basis and to officers in the full volume of the rights granted to a regiment (classification 1 ship) commander.

115. The Ukrainian Minister of Defense enjoys the rights of applying commendations in the full volume of rights granted to all commanders (superiors) in relation to privates, seamen, NCO's and petty officers serving their compulsory term of service and serving on a contract basis, and in relation to officers and generals. In addition the minister of defense has the right to award the "Outstanding Specialist of the Ukrainian Armed Forces" chest badge to servicemen serving on a contract basis and to officers and generals.

### Disciplinary Punishments

116. A commander's (superior's) voicing of disapproval in relation to a subordinate, lectures, warnings, admonitions or similar measures are not disciplinary punishment.

117. Disciplinary punishments may be applied to servicemen for offenses they commit.

A commander (superior) makes the decision as to the need for applying disciplinary punishment with regard for the gravity of the committed offense and the behavior of the serviceman on and off duty.

Only one punishment may be applied to a disciplinary violation.

118. Application of disciplinary punishments to officials to whom a serviceman who had committed an unlawful act or a crime is subordinated is prohibited. Only a court can determine the degree of punishment of a direct culprit, the complicity of officials in the committed act and their degree of fault.

119. A disciplinary punishment may not be an obstacle to regular promotion of a serviceman who has demonstrated himself favorably in all other things.

120. Entering disciplinary punishments into the performance records of officers and warrant officers as well as servicemen serving on a contract basis is prohibited.

### Deadlines for Applying Punishments

121. Disciplinary violations must be examined quickly. If 3 months have passed since the time the offense was committed, imposing disciplinary punishment is prohibited. If prior to expiration of this time criminal proceedings are instituted against the serviceman, the deadline for completing such an investigation is suspended.

122. Disciplinary punishments are remitted after 6 months in relation to compulsory-term servicemen and after 1 year in relation to officers, generals and servicemen serving on a contract basis. The term is reckoned from the day of imposition of the disciplinary punishment. If a serviceman is punished for another violation in the course of this time, the term is reckoned from the moment of imposition of punishment for the second offense.

If in the indicated time periods a punishment is not remitted, the punishment is remitted automatically upon expiration of 1 month after the indicated time.

Remitted disciplinary punishments that had been entered into the personal files of officers, warrant officers and servicemen serving on a contract basis must be removed from personal files after the punishments are remitted, they must be destroyed, and they are not taken into account in the future.

123. Servicemen who have attained excellent results in combat training or service may receive a commendation

from the command together with simultaneous early remission of disciplinary punishment.

124. After disciplinary punishment is remitted, a serviceman may refuse to render testimony regarding the disciplinary punishment and the offense at its basis. In this case he has the right to declare that no disciplinary punishment had been imposed on him.

125. Information on disciplinary punishments is communicated when necessary only to the command and the procuracy, while no report is made of remitted disciplinary violations or ones in preparation for remission.

### Investigations Conducted by Officials

126. If facts indicating commitment of an offense are confirmed, the commander (superior) must call an investigation and clarify the essence of the matter. The content of the investigation must be documented.

127. A commander (superior) has the right to order any officer to conduct the investigation. In certain cases a commander (superior) may impose the responsibility of conducting the investigation on the company first sergeant, if the offense was committed by an enlisted person or NCO.

128. Aggravating and mitigating circumstances and ones having a bearing on the assessment of the disciplinary violation must be clarified in the course of the examination.

At the beginning of the examination the violations of official duty of which the serviceman is accused must be explained to him. Simultaneously he should also be told that he can discuss the essence of the matter freely or not give testimony. If he gives testimony, then he must speak only the truth.

129. Before a decision is made, the serviceman should be asked several times whether he wishes to say something in his defense. A separate record sheet should be used for this, and it should be signed by the serviceman.

Any witness (agent) called by the serviceman must be heard before a decision is made.

130. When an offense is committed by a serviceman, the commander (superior) may limit himself to an educational measure, or he may impose a disciplinary punishment. Moreover he may report the offense to his commander (superior) in order that disciplinary punishment within the latter's power could be imposed.

A commander (superior) employs disciplinary power only in the event that other measures did not produce results. A disciplinary punishment may be imposed only when the fault of the serviceman has been proven.

131. If the offense is a crime, the commander (superior) is obligated to transfer the case to court regardless of the investigation results. In this case he suspends the examination of the offense as a disciplinary violation.



### Determination of Degrees of Punishment

132. Every commander (superior) determines the degree of punishment of a subordinate independently under his own responsibility; no one may order him to punish a subordinate or determine the degree of punishment.

In the event that a commander (superior) has decided not to impose disciplinary punishment, no senior commander (superior) can change this decision.

133. In the event that the fact of an offense is not established in the course of an investigation or the commander (superior) believes disciplinary punishment not to be an effective means of influence, he must announce his decision to the serviceman.

134. A commander (superior) may reopen a case in the event that new significant facts or evidence regarding the committed act become known.

### Announcement of a Disciplinary Punishment

135. A disciplinary punishment may not be imposed until 1 day after the disciplinary violation is committed. If a serviceman is undergoing transfer, if he is leaving on temporary duty or if he is being discharged into the reserves, the punishment may be imposed immediately.

A disciplinary punishment is imposed by its official announcement to enlisted persons personally or before the formed unit, and to NCO's, warrant officers, officers and generals personally or at a meeting of the corresponding categories of servicemen. The dignity of the serviceman must be respected in this case.

The oral or written announcement of a disciplinary punishment must contain the time, place and essence of the offense, and the form and degree of disciplinary punishment.

When a disciplinary punishment is announced, a copy of the order may be given to the serviceman. If execution of the disciplinary punishment is suspended, this is communicated to the serviceman.

136. A commander (superior) does not have the right to increase a disciplinary punishment he imposed previously, or to leave it unexecuted.

137. The particular features and gravity of the offense and its consequences, the degree of fault, prior behavior and the causes serving as a motive for the disciplinary violation must be considered when determining the form and degree of disciplinary punishment.

Disciplinary punishments of lesser severity should be imposed in the beginning as a rule, and only with subsequent offenses should a transition be made to stricter disciplinary punishments.

138. Disciplinary punishments are appealed in accordance with the chapter "Procedure for Submitting and Examining Complaints."

### Remission of Disciplinary Punishment

139. If a disciplinary punishment is imposed justly, and if another punishment is imposed for the same offense by a decision of the court, then the disciplinary punishment may be remitted at the demand of the serviceman.

140. Every commander (superior) may submit a petition to remit a disciplinary punishment imposed by a higher commander (superior) if he feels that his subordinate was not party to the offense committed or that his fault was not proven.

141. A commander (superior) who had imposed disciplinary punishment may change (lessen) the disciplinary punishment he had imposed if it subsequently appeared to him to be too severe.

142. If a disciplinary punishment is remitted, then its remission should be communicated in the same form in which it had been announced.

143. A disciplinary punishment may also be remitted if the serviceman had already been discharged into the reserves at the moment the decision on the complaint was made.

### Official Surveillance

144. The higher commander (superior) is obligated to constantly monitor the state of disciplinary practice in subordinated units and subunits.

145. Disciplinary punishments imposed by a commander (superior) may be remitted by a higher commander (superior) or the court in the event that:

- a) the commander (superior) exceeded the rights of his position;
- b) imposition of disciplinary punishment is not foreseen by regulations;
- c) several disciplinary punishments were imposed for the same offense;
- d) the commander (superior) announced to the serviceman his decision not to impose any disciplinary punishment on him;
- e) the punishment was imposed after expiration of the indicated time period;
- f) the serviceman had not been allowed to speak in his own behalf prior to its imposition;
- g) the decision to announce disciplinary punishment had not been published in an order and had not been announced in accordance with established procedure;
- h) a new, stricter disciplinary punishment is imposed in place of that announced;

i) the disciplinary punishment is imposed on officials for a violation committed by a subordinate prior to a court decision.

146. A disciplinary punishment is subject to execution by decision of the immediate commander (superior). If the disciplinary punishment had been imposed by another person, then he must ask permission to execute it from the immediate superior.

147. The immediate commander (superior) or other officials must execute all disciplinary punishments.

#### **Suspension of Disciplinary Punishment**

148. When a disciplinary punishment is imposed, its execution may be suspended for up to 3 months in order to allow the serviceman to reveal his positive side. Suspension of execution may be granted together with a probationary period only once, and only in the event that prior to this, disciplinary punishments had not been imposed on the serviceman, or if they had been, then they were only negligible disciplinary punishments, and if suspension of their execution could have an educational result.

The probationary period is reckoned from the day of approval of the disciplinary punishment. If a new disciplinary punishment is not imposed upon the serviceman prior to expiration of the probationary period, its execution is rescinded. Otherwise the disciplinary punishment must be executed.

149. In all other cases, execution of disciplinary punishment may be postponed or terminated only for good reason.

#### **Records of Disciplinary Punishments**

150. Records of disciplinary punishments are maintained in all subunits and units, as well as in the headquarters of combined units, large strategic formations and institutions of the Ukrainian Ministry of Defense. All disciplinary punishments announced orally or in writing are entered into the service record (Attachment 13), and the corresponding notation is made when they are remitted.

151. Service records are maintained on all servicemen:  
a) in the subunit—by the company commander on privates and NCO's;

b) in unit headquarters—by the assistant chief of staff on servicemen serving on a contract basis and officers.

The service records of commanders of units, combined units and large strategic formations are maintained in higher headquarters and in personnel departments by appointed officers.

152. In the event that a serviceman moves or is transferred, his service record is sent to the new place of service. Sending service records bearing information on remitted disciplinary punishments is prohibited.

153. Evaluation of the status of military discipline in units (subunits) on the basis of the quantity of disciplinary punishments imposed by commanders is prohibited. Military discipline is evaluated only on the basis of the real state of military discipline in the unit (subunit), its combat and mobilizational readiness, and combat training results.

#### **Forms of Disciplinary Punishments and the Procedures of Their Execution**

##### **Reprimand**

154. A reprimand is official censure of the behavior of a serviceman contrary to military duty. A reprimand is said to be executed upon its oral or written announcement.

##### **Strict Reprimand**

155. A strict reprimand is a reprimand announced by a commander (superior) before personnel of the subunit or unit, or at a meeting (an assembly) of the corresponding categories of servicemen, in oral or written form.

##### **Forfeiture of a Regular Pass or a Shore Leave by Compulsory-Term Servicemen**

156. Forfeiture of a regular pass is defined as prohibiting a serviceman from using a pass or going on shore leave without the permission of the immediate commander (superior).

When this punishment is announced, visits to recreational areas and entertainment of visitors may be prohibited for the entire period or on particular days.

Servicemen may be deprived of a regular pass for a period of up to 1 month.

Forfeiture of a regular pass is executed continuously over the announced term. Moreover the order must state the rules governing attendance of cultural functions and entertainment of visitors.

For control purposes a serviceman may be ordered to appear before his immediate commander (superior) or another designated official after a certain period of time.

A serviceman may be released from certain restrictions for a particular period of time if extenuating circumstances exist.

##### **Forfeiture of the "Outstanding Specialist" and "Outstanding Specialist of the Ukrainian Armed Forces" Chest Badge**

157. A serviceman may be deprived of the "Outstanding Specialist" or "Outstanding Specialist of the Ukrainian Armed Forces" chest badge and his extra pay can be terminated simultaneously for gross violations of military discipline or unlawful actions in relation to fellow servicemen.

Forfeiture of the "Outstanding Specialist" chest badge is executed from the moment a unit order is announced.

### Money Fine

158. A money fine in the amount of 20 percent of the serviceman's pay may be imposed for his failure to fulfill official duties, for systematic tardiness or early departure from work, and for unsatisfactory internal garrison, guard and alert duty.

159. When a serviceman returns late from leave or when he fails to show up for work without valid reasons, he does not receive 100 percent of his pay for the days missed, and his regular leave is reduced by the number of days missed.

Execution of a disciplinary punishment (money fine) begins from the moment the unit order is announced.

160. A money fine may be paid in installments by decision of the commander (superior).

When a serviceman is discharged from the Ukrainian Armed Forces, money fines not paid within the established time are collected out of his severance pay, or by way of the court.

Compulsory-term servicemen are not subjected to a money fine.

### Detention of Servicemen

161. A serviceman may be detained and placed in a detention room for a period of not more than 1 day, only in cases where his isolation is required in association with his violation of the rules of public and military order.

162. Disciplinary Punishments Imposed on Compulsory-Term Privates (Seamen) and NCO's (Petty Officers)

- a) reprimand;
- b) strict reprimand;
- c) forfeiture of a regular pass or shore leave;
- d) forfeiture of the "Outstanding Specialist" chest badge;
- e) maintenance in a detention room for 1 day.

163. Disciplinary Punishments Imposed on Servicemen Serving on a Contract Basis

- a) reprimand;
- b) strict reprimand;
- c) forfeiture of the "Outstanding Specialist of the Ukrainian Armed Forces" chest badge;
- d) maintenance in a detention room for 1 day;
- e) imposition of a money fine.

164. Disciplinary Punishments Imposed on Officers and Generals (Admirals)

- a) reprimand;
- b) strict reprimand;
- c) imposition of a money fine;
- d) forfeiture of the "Outstanding Specialist of the Ukrainian Armed Forces" chest badge;
- e) maintenance in a detention room for 1 day (service-women and senior-grade and general officers are not subject to maintenance in a detention room).

### Rights of Commanders (Superiors) to Impose Disciplinary Punishments on Privates, Seamen, NCO's and Petty Officers Subordinated to Them Serving Their Compulsory Term of Service and Serving on a Contract Basis

165. A **squad commander** has the right:

- a) to announce a reprimand and a strict reprimand;
- b) to deprive compulsory-term privates (seamen) of a regular pass (or shore leave).

166. A **platoon deputy commander** has the right:

- a) to announce a reprimand and a strict reprimand;
- b) to deprive compulsory-term privates and NCO's of a regular pass.

167. A **company first sergeant** (chief petty officer in charge) has the right:

- a) to announce a reprimand and a strict reprimand;
- b) to deprive compulsory-term privates (seamen) and NCO's (petty officers) of two regular passes (or shore leaves);
- c) to detain privates (seamen) and NCO's (petty officers) in his unit (aboard his ship) for up to 1 day in a detention room.

168. A **platoon (group) commander** has the right:

- a) to announce a reprimand and a strict reprimand;
- b) to deprive privates (seamen) and NCO's (petty officer) of two regular passes;
- c) to detain privates and NCO's of his unit for up to 1 day in a detention room.

169. A **company (classification 4 ship) commander** has the right:

- a) to announce a reprimand and a strict reprimand;
- b) to deprive compulsory-term privates (seamen) and NCO's (petty officers) of a pass or shore leave for up to 1 month.

170. A **battalion (classification 3 ship) commander** has the right:

- a) to announce a reprimand and a strict reprimand;
- b) to deprive compulsory-term privates (seamen) and NCO's (petty officers) of a pass or shore leave for up to 1 month.

171. A **regiment (classification 1 ship) commander** and a separate battalion commander have the right:

- a) to announce a reprimand and a strict reprimand;
- b) to deprive compulsory-term privates (seamen) and NCO's (petty officers) of a pass or shore leave for up to 1 month;
- c) to deprive compulsory-term privates (seamen) and NCO's (petty officers) of the "Outstanding Specialist" chest badge;
- d) to impose a money fine on privates, seamen, NCO's and petty officers serving on a contract basis.

### **Rights of Commanders (Superiors) to Impose Disciplinary Punishments on Officers Subordinated to Them**

172. A company (classification 4 ship) commander and a battalion commander have the right to announce a reprimand and a strict reprimand, and to detain junior officers of their unit for up to 1 day in a detention room.

173. A regiment (classification 1 ship) commander and a separate battalion commander have the right:

- a) to announce a reprimand and a strict reprimand;
- b) to impose money fines;
- c) to detain junior officers of their unit for up to 1 day in a detention room.

### **Rights of Commanders (Superiors) to Impose Disciplinary Punishments on Generals and Admirals Subordinated to Them**

174. A corps (squadron) commander and an army (flotilla) commander have the right to announce a reprimand and a strict reprimand and impose a money fine.

175. A division (ship division) commander and an army (flotilla) commander enjoy the right to impose disciplinary punishments in the full volume of rights of a regiment (classification 1 ship) commander in relation to privates, seamen, NCO's and petty officers in their compulsory term of service and serving on a contract basis, and in relation to officers.

176. The Ukrainian Minister of Defense enjoys the right to impose disciplinary punishments in the full volume of rights granted to all commanders (superiors) in relation to privates, seamen, NCO's and petty officers in their compulsory term of service and serving on a contract basis, and in relation to officers and generals.

In addition the minister of defense has the right to deprive servicemen serving on a contract basis, officers and generals of their "Outstanding Specialist of the Ukrainian Armed Forces" chest badge.

177. Commanders (superiors) possessing the ranks of officers, generals and admirals and occupying positions not indicated in these Regulations enjoy disciplinary power in relation to persons subordinated to them in correspondence with the rank foreseen in the tables of organization for the position they occupy:

- a) junior lieutenant, lieutenant and senior lieutenant—the power of a platoon (group) commander;
- b) captain and captain lieutenant—the power of a company (classification 4 ship) commander;
- c) major, lieutenant colonel, captain 3d rank and captain 2d rank—the power of a battalion (classification 3 ship) commander;
- d) colonel and captain 1st rank—the power of a regiment (classification 1 ship) commander;
- e) major general and rear admiral—the power of a division (ship division) commander;
- f) lieutenant general and vice admiral—the power of a corps commander;

g) colonel general and admiral—the power of an army (flotilla) commander.

178. When servicemen not subordinated to one another work together and their official interrelations are not determined by a superior, the senior of them in position, and when their positions are equal, the senior in rank is the superior, and he enjoys disciplinary power granted to him in relation to the position he occupies.

### **Imposition of Disciplinary Punishments in Special Cases**

179. Garrison commanding officers, senior naval officers and garrison commandants have the right to impose disciplinary punishments on all servicemen of the garrison or persons staying temporarily in the garrison in the following cases:

- a) when an offense involves violations of routine garrison duty and guard duty;
- b) when military discipline or public order is violated outside the unit's location;
- c) when the offense is committed while on leave, on temporary duty or undergoing treatment in a therapeutic institution.

180. Troop transfer chiefs, military motor road chiefs and military commandants of all designations on railroads have the right to impose disciplinary punishments on servicemen for their commission of violations during travel on railroads.

181. Superiors enjoy disciplinary power in relation to servicemen committing the above-indicated offenses in correspondence with the rank foreseen in the table of organization for the occupied position.

182. Superiors who impose a punishment communicate this to the commanders of those units and ships and the chiefs of those institutions to which the serviceman committing the offense belongs.

183. Upon arrival at his place of permanent service, the serviceman is obligated to report imposition of disciplinary punishment on him to his immediate superior.

184. In the event that reserve and retired shore-based and seagoing warrant officers, officers, generals and admirals violate military discipline or public order while wearing the military uniform, they may be subjected to a reprimand and a strict reprimand.

When they commit offenses injuring military honor and the dignity of their rank, they may be deprived of the right to wear the uniform by the power of the Ukrainian Minister of Defense.

185. The right to impose a disciplinary punishment on reserve and retired shore-based and seagoing warrant officers, officers, generals and admirals belongs:

- a) in relation to shore-based and seagoing warrant officers and junior officers—garrison commanding

officers, senior naval officers, commandants of all designations, and rayon (city) military commissars exercising the power of a battalion (classification 3 ship) commander;

b) in relation to senior-grade officers—to garrison commanding officers, senior naval officers, commandants of all designations, and oblast and city military commissars exercising the power of a regiment (classification 1 ship) commander;

c) in relation to general officers and admirals—to the Ukrainian Minister of Defense.

#### Chapter 4. Procedure for Submitting and Examining Complaints

186. A serviceman has the right to submit a complaint in the event that he feels that unlawful actions had been committed in relation to him on the part of his commander (superior) or the administration, or he has suffered harm from the unlawful actions of fellow servicemen.

A serviceman may also petition the court if he does not receive an answer to his complaint within 1 month.

187. Performance reports examined at assemblies of officers and warrant officers are not subject to appeal, and anonymous complaints are not examined.

188. Submitting a complaint while in formation (except for complaints submitted during interview of servicemen), on guard duty, on watch, on alert duty, on the daily detail and during training is prohibited.

189. No one can be punished or suffer a career-related penalty for the fact that he submitted a complaint.

190. Every complaint must be examined in accordance with established procedure and by the indicated deadline. Submission of a complaint does not release a serviceman from fulfilling orders, instructions and his official duties.

191. A complaint may not be based on false facts, and it may not be submitted in avoidance of the chain of command. If this has happened, the author of the complaint is subject to disciplinary punishment; however, the process of examining the complaint is continued even in this case.

192. Prior to submitting a complaint, the serviceman must ask a witness to act as a mediator if he feels that a personal apology from the person against whom he intends to submit a complaint is sufficient.

The witness (mediator) must be included in the examination of the case a day following submission of the complaint by the serviceman, but not more than 7 days from the day of its submission.

A serviceman who enjoys trust and who is not personally involved in the conflict is chosen as the witness (mediator). A person selected as a witness (mediator) may

refuse the nomination only for good reason. The immediate commander (superior) of the serviceman and the commander (superior) of the serviceman in relation to whom the complaint is submitted may not act as a witness (mediator).

193. At the request of the serviceman submitting the complaint, the opportunity to present his point of view to the individual against whom he is complaining may be given to the serviceman prior to the investigation. A person-to-person meeting between the person submitting the complaint and the person against whom it is submitted does not change the timetable for examination of the complaint.

194. The complaint is submitted to the immediate commander (superior) of the person whose actions are the object of the complaint. If another level of authority is responsible for making a decision on the complaint, the complaint may be submitted to this level of authority. If the serviceman does not know who is at fault for violation of his rights, the complaint is submitted up the chain of command.

195. Servicemen in therapeutic institutions may submit a complaint to the chief of the therapeutic institution.

196. If the immediate commander (superior) is unable to make a decision on a complaint on his own, he must forward it without delay to the level of authority capable of examining it and making the appropriate decision.

197. A complaint may be submitted not earlier than one day after imposition of disciplinary punishment or another incident, but not later than 15 days from the moment of the incident.

A complaint may be announced in writing or orally. If it is announced orally, the essence of the complaint is written out and signed by the person receiving the complaint, as well as by the petitioner. A copy must be given to the petitioner if he so demands.

198. Servicemen may submit a complaint in the course of an inspection only in writing.

199. If the petitioner is unable to act within the indicated deadlines in connection with his work, he has the right to submit a complaint 3 days after completing his official business.

The fact that a serviceman was not informed in time about the rules for submitting complaints, or he was informed incorrectly about this, may also be considered to be another unforeseen circumstance.

200. A serviceman may drop a complaint at any time by submitting a written statement to this effect. The statement must be submitted to the immediate commander (superior) or to the level of authority responsible for making a decision on the complaint. The file on the complaint is closed upon submission of the statement. If

the serviceman had been subjected to physical assault, the submitted statement is void, and the case is transferred to court.

201. It is the responsibility of the commander (superior) to ensure that shortcomings revealed during examination of complaints are corrected.

A complaint must be examined personally by the commander (superior). When a complaint is submitted against an official institution, it must be examined by a higher level of authority.

Transfer of a complaint to the examination of the person whose actions are the object of the complaint is prohibited.

In the event that the official position of the person against whom a complaint is submitted changes, the responsibility for examining it transfers to his new commander (superior).

When disputes arise, the responsibility for examining a complaint is determined by the senior commander (superior).

202. The commander (superior) competent to make decisions on complaints has the right to demand oral or written testimony, and to check its authenticity. He may also delegate examination of a complaint to one of the unit's officers or the unit's military investigator, or include experts in its examination.

203. If the decision of the commander (superior) does not satisfy the serviceman who had submitted the complaint, the latter must clarify whether the complaint remains in force or not. If the complaint remains in force, he transfers it to a higher commander (superior) up the chain of command. A complaint is transferred up the chain of command as quickly as possible together with the justification behind the reasons for its transfer in each case, and it may reach as far as the minister of defense. If the response to a complaint from the minister of defense does not satisfy the serviceman, he has the right to file a protest in court.

204. The deadlines for examining complaints from the day of their submission are set at:

- in subunits—up to 3 days;
- in units—up to 5 days;
- in combined units—up to 7 days;
- in large strategic formations—up to 10 days;
- in the Ministry of Defense—up to 15 days.

205. The response to a complaint is made out in written form. It must be substantiated, and it must be signed. The decision on the complaint is mandatorily communicated to the serviceman who was the object of the complaint.

In the event that a complaint is denied, the place where the serviceman may turn for legal assistance is communicated to him in writing.

A response to a complaint may be delayed for up to 1 month in the event that experts are brought in for its examination. In this case the serviceman who filed the complaint must be told of the reason for the delay in responding. A complaint is considered to be under consideration until such time that a definite decision is made on it.

206. If a complaint had not been submitted to the appropriate level of authority by the set deadline, it may be returned on the grounds of late submission. However, the essence of the issue that was the object of the complaint must be attentively studied, and the necessary steps must be taken to correct shortcomings.

207. In cases where the complaint is justified, steps must be taken to correct shortcomings.

In this case orders and instructions currently in effect may be rescinded or amended. Unjustly imposed punishments may be remitted, and unjustly denied requests or petitions must be satisfied.

208. All complaints are entered into a complaint book maintained and stored in each subunit and unit (institution) on the day of their submission. The decision on each complaint is entered as well. The complaint book is maintained: in the company—by the company commander; in a battalion, regiment and combined unit (institution)—by the chief of staff. The complaint book of a subunit and a unit (institution) is forwarded to the higher commander (superior) in notarized form, and stored for 2 years.

## Part Two. Internal Order

209. Internal order is defined as strict observance of the rules, defined by military regulations, of accommodating servicemen in a military unit (subunit), their day-to-day activities and personal life, and service on the daily detail.

210. Internal order is attained:

- through the deep understanding and conscious and precise fulfillment of responsibilities determined by Ukrainian laws and military regulations by all servicemen;
- through purposeful indoctrination and through a combination of the high exactingness of commanders (superiors) and constant concern for observance of the legal rights of subordinates, for satisfaction of their needs and for preservation of their health;
- through efficient organization of combat training;
- through exemplary performance of alert duty and service in the daily detail;
- through precise execution of the daily routine and the official work schedule;
- through observance of the rules of operating (using) armament, military equipment and other materiel, and through creation of conditions for the daily activity and life of servicemen satisfying the requirements of military regulations at places where servicemen are stationed.

## Chapter 6. Accommodation of Servicemen

211. The peculiarities of service require soldiers to live and eat together with fellow servicemen.

Except for seamen and petty officers aboard ship, compulsory-term servicemen are accommodated in barracks, while servicemen serving on a contract basis are accommodated in residence halls, and servicemen with families are provided rooms in residence halls for families.

Separate residence halls (sleeping places) are set up for servicewomen.

Shore-based and seagoing warrant officers serving in the position of company first sergeant are accommodated at the unit's location or near it.

Compulsory-term NCO's serving in the position of company first sergeant or other positions subject to occupation by officers and warrant officers may be located in a separate room of the barracks.

212. All residential and nonresidential structures and the unit territory are distributed among the subunits by the unit commander.

213. When several military units are stationed in a military installation, structures in the territory between them are distributed by the garrison commanding officer.

214. The following areas must be foreseen for the accommodation of each company:

- sleeping space for the personnel;
- a room for personnel indoctrination and recreation;
- an office for the company commander;
- a class preparation and recreation room for officers;
- a class preparation room for NCO's;
- a weapon storeroom;
- a room (place) for weapon cleaning;
- a personal services room;
- a room in which to store company property and the personal articles of servicemen;
- a room (place) for athletic pursuits;
- a bathroom;
- a drying room in which to dry clothing and footwear;
- a smoking and footwear cleaning room (place);
- a shower room;
- a toilet.

215. Offices of the battalion commander, his deputies and the battalion staff, and rooms for officer class preparation, meetings and recreation are reserved in each battalion.

216. The necessary classrooms are set up in the unit for classes.

217. An area equivalent to 4 square meters per serviceman is reserved in sleeping places for accommodation of personnel. In this case the volume of air must be not less than 12 cubic meters per person.

Absolutely no one is permitted to live in spaces which are not appropriately equipped and which are not officially listed in unit orders.

218. Beds are set up in sleeping places such that places for bedside tables exist next to each bed or next to beds moved together, and such that free space required for formation of the personnel exists between rows of beds; beds must be positioned not closer than 50 cm from exterior walls, and they must be strictly aligned. Beds must all be of the same kind (standard). Beds may be set up in sleeping places in one or two tiers.

219. The bedside table is intended for storage of toiletry articles, undercollars, handkerchiefs and other small personal items. Books and notepads may also be stored in the table.

220. The bedding of servicemen accommodated in barracks must consist of blankets, sheets, pillows with pillow cases, mattresses and mattress covers. There must be slippers and rugs beside each bed.

Sitting and getting into bed fully clothed is prohibited.

221. Overcoats, field jackets, fur-lined three-quarter-length coats and headgear are stored on hangers in places designated for this. Special clothing intended for work is stored outside sleeping places in cabinets or on racks, while semidress uniforms and sports and civilian clothes are stored in cabinets in the property storage room. Places for storage of all types of clothing are assigned to individual servicemen and identified by labels bearing the serviceman's rank, last name and initials. When taken off for the night, the everyday uniform and waistbelt are carefully laid on the table in a standard arrangement, and footwear is placed at the bedside.

Clothing, underwear and footwear are dried in drying rooms as necessary.

222. Combat field packs containing regulation articles, steel helmets and individual protective gear, excluding gas masks, are stored in the sleeping place or other space in cabinets or on racks.

223. The rules of storing and using cameras, tape recorders, radios and other personal electronic equipment are determined for compulsory-term servicemen by the unit commander.

224. Firearms and ammunition, including training ammunition, are stored in the subunits in a separate room with metal gratings on the windows. The mesh size of the gratings is not more than 150x150 mm, and the rod diameter must be not less than 10 mm. The door to the room must be outfitted with an electric acoustic alarm connecting to the unit duty officer's station, it must have a peephole (100x100 mm), and it must open inward (slide to the side).

Machineguns, assault rifles, carbines, rifles and hand-held grenade launchers as well as spare barrels for

machineguns and bayonet-knives (bayonets) must be stored in weapon racks, while pistols and ammunition must be stored in locking iron cabinets or boxes. Entrenching tools and gas masks are also stored in weapon racks.

Training weapons and training ammunition must be stored separately from combat weapons and live ammunition. In the absence of a separate weapon rack, training weapons may be stored together with combat weapons, on the condition that the place of their storage is identified by the inscription "Training Weapons."

Training pistols are stored together with the combat pistols of the subunit's privates and NCO's. Weapons intended for sports use are stored in a separate rifle rack. The place of their storage is identified by the inscription "Sports Weapons." Training and sports weapons and training rounds are issued in the same manner as issue of combat weapons and ammunition.

225. Weapon racks, pistol and ammunition cabinets and boxes and the weapon storeroom must be locked and sealed with mastic seals: weapon racks and rooms—with the company duty officer's seal; pistol and ammunition cabinets and boxes—with the company first sergeant's seal.

226. Keys to weapon racks and weapon rooms as well as to cabinets and boxes containing pistols belonging to privates and NCO's must be constantly in the possession of the company duty officer, while keys to ammunition boxes must be in the possession of the company first sergeant. Transferring keys is prohibited. Spare keys are stored with the company commander in a sealed key case in a locking metal box.

227. A property description indicating the number of weapon racks, cabinets, boxes, stands, posters and other property stored in the weapon storeroom is posted inside it. The description indicates the numbers of the cabinets and the seals with which they are sealed.

Labels are secured to each weapon rack (cabinet, box) indicating the subunit, the rank, last name and initials of the responsible person, the number of the weapon rack (cabinet, box) and the number of the seal with which it is sealed.

A description indicating the type and quantity of weapons stored within is posted in each weapon rack (cabinet, box). There should be a label glued to each space of the weapon rack (cabinet) indicating the weapon number and type and the gas mask number, as well as the rank, last name and initials of the person to whom they are assigned.

All descriptions in the weapon storeroom and in weapon racks, cabinets and boxes are signed by the company commander.

228. In the event that the weapons and ammunition of several subunits are stored in the same room, the person responsible for the rules of accommodating, storing and

safeguarding weapons and ammunition is appointed by a unit order. This person also signs the room's property description.

Weapon storerooms must be kept under guard by persons on the daily detail.

229. The personal weapons of officers and warrant officers of a battalion (unit staff and services), cartridges for them and dosimeters are stored in a locking metal cabinet kept with one of the companies (at unit headquarters). The cabinet is sealed by the company first sergeant (unit duty officer).

230. Pistol cartridges must be stored in a cabinet together with pistols, but in a separate locking metal box sealed by the officer (warrant officer) responsible for their storage. Some of the cartridges for the daily detail may be stored in separate standard packaging or in compartmentalized fixtures.

Keys to the cabinet containing personal weapons of a battalion's officers and warrant officers are stored with the company first sergeant, while keys to the cabinet containing the weapons of officers and warrant officers of the regiment staff and services are kept with the unit duty officer.

The procedures of issuing and receiving pistols and cartridges for them are established by the unit commander.

231. In addition the personal weapon cabinet located at the unit duty officer's station must be equipped with an electric acoustic alarm and a hidden line to the officer of the guard.

232. Cartridges for guards and the duty subunit must be kept in locked and sealed metal boxes, the keys and seals of which should be kept with the company first sergeant. Each box must contain a description of the ammunition present. Boxes containing cartridges are located near weapon racks.

233. Wash basins are set up in a company at a rate of one tap (water outlet) for every five to seven persons and not less than two foot baths with running water; a shower room is also set up at a rate of one tap (showerhead) for every 15-20 persons. In workshops, motor pools, bakeries, baking plants and mess halls, a warm shower should be set up additionally, and soap and towels should be present beside wash basins.

In the absence of running water, wash basins are set up in heated rooms; they must contain water 24 hours a day.

234. Separate specially equipped rooms or places are reserved for cleaning clothing and footwear.

Underwear and clothing are washed only in a laundry or in rooms (places) reserved for this purpose.

235. Smoking is permitted in specially designated and equipped rooms or places.



236. A personal services room is equipped with ironing boards, posters showing the different uniforms, and mirrors, and it is supplied with the needed quantity of chairs (and irons), as well as various articles, tools and instruments for haircutting and for minor repairs of clothing and footwear, and repair materials.

237. All clothing and related gear of compulsory-term servicemen and of enlisted personnel and NCO's serving on a contract basis are marked with their military identification number, last name and the date the property was issued.

238. Lists of the names of all servicemen of a company residing away from the unit must be maintained together with an indication of the address, telephone and means of summoning each serviceman. These lists are kept with the company commander and with the company duty officer. The same lists of officers and of servicemen serving on a contract basis in unit staff and services must be kept at unit headquarters and with the unit staff duty officer.

#### Housekeeping

239. All buildings and interior spaces as well as the territory of a unit must be kept clean and orderly. Every superior is responsible for proper use of buildings and interior spaces and for safeguarding equipment, inventory and furniture.

All interior spaces and facades of buildings must be painted in regulation colors.

240. All rooms must be numbered. A sign indicating the number of the room and its purpose is posted on the outside of the entrance door of each room (Attachment 14), and a description of the property contained in the room (furniture, inventory and equipment) is posted inside each room.

241. Furniture, inventory and all equipment within a particular interior space is numbered on the back side and entered in a record book, which is kept with the company first sergeant.

The furniture, inventory and equipment belongs to the particular interior space, and it cannot be moved from one subunit to another without the unit commander's permission. Movement of furniture, equipment and inventory from one military installation to another is prohibited.

242. Documents indicating the persons on the daily detail, the daily routine, the training schedule, lists of details, the property description and necessary instructions must be posted on special bulletin boards in a prominent place in sleeping areas for personnel or in other interior spaces.

Pictures, posters and other visual aids hung in rooms (interior spaces) must be framed. Neat solid-colored curtains may be hung on windows. Flowers are permitted in all interior spaces.

243. Windows of lower stories facing city streets must be glazed with frosted glass or coated with white paint to the necessary height, and equipped with gratings.

When necessary, doors entering into a barrack may be outfitted with a peephole, a reliable interior bolt and an alarm system connecting to the subunit orderly's station.

244. A place for drinking water is set up in all living quarters. Twice a day the daily detail rinses water pitchers and glasses and makes sure that they are refilled with fresh drinking water.

245. All interior spaces are supplied with a sufficient quantity of trash cans, and smoking areas are supplied with water-filled cans.

Devices for cleaning dirt off of footwear and trash cans must be located at the outside entrances of interior spaces.

246. Daily cleaning of interior spaces is carried out by cleaners detailed on a rotating basis, under the immediate observation of the company duty officer. Such cleaners are not released from training. Cleaners are obligated: to sweep trash from beneath beds and bedside tables, to sweep the passages between rows of beds, to scrub the floor with a brush or wet rag, to take trash out to the place indicated, to dust the windows, doors, tables, weapon racks, cabinets and other objects, to clean out the cans, and in addition, to refill cans in smoking areas with water or disinfecting liquid.

The responsibility of keeping interior spaces clean during training is borne by orderlies.

Besides daily cleaning, general cleaning of all interior spaces is carried out once a week under the supervision of the company first sergeant. During general cleaning all bedding (mattresses, pillows, blankets) is taken outside and meticulously beaten and aired. Floors are cleaned of dirt and wiped down with moist rags prior to application of mastic.

If mastic is not applied to the floors, they are washed not less than once a week. Washing of floors by flooding them with water is prohibited.

247. All equipment and inventory in mess halls, bakeries and bread plants must be kept clean and orderly; used dishware must be washed clean, scalded with boiling water, dried and stored on racks or in special cabinets.

248. Building transoms must be closed in winter, and in summer they must be opened but protected by special screens.

Only winter window shutters may be stored in attics, in places away from smoke flues.

Attics, basements and drying rooms are locked, and the keys to them are kept with the duty officer of the subunit responsible for maintaining these interior spaces.

249. In toilets, one stall containing a toilet bowl (hole) and one urinal are set up for every 10-12 persons. They must be kept clean, promptly disinfected and possess good ventilation and lighting. The responsibility of maintaining the cleanliness of toilets is imposed on subunit first sergeants and company medical corpsman NCOIC's and duty officers. Cleaning appliances are kept in a specially reserved place (cabinet).

Outside toilets are set up with watertight pits dug not closer than 100 m from living quarters, mess halls and bakeries (bread plants). Paths to outside toilets are illuminated at night.

250. Remodeling interior spaces, moving and dismantling existing structures and erecting new ones, installing interior power and communication lines, alarm systems and television antenna terminals, installing temporary stoves and building new stoves are forbidden without the permission of quarters, utilities and firefighting organs.

251. Repairs on electric power, gas supply and central heating equipment and networks by persons lacking special training and permission to do such work are prohibited.

252. Marching in cadence in barrack spaces is prohibited.

253. The area occupied by a unit, the territory of a military installation and streets adjacent to it must be vegetated and kept clean and orderly, and they must be illuminated at night. The territory of a military installation is fenced.

The region occupied by a unit is distributed in sections among subunits for cleaning. Trash is collected in covered containers and trucked away.

Containers are set up on a paved surface. The containers are cleaned and disinfected not less than once a week.

The territory of a military installation is cleaned by the daily detail and teams assigned to work in the afternoon.

#### **Heating of Interior Spaces**

254. The beginning and end of the heating period are announced by an order of the garrison commanding officer. When stoves are used for heating, the procedure and time of heating of interior spaces and of receiving and issuing fuel are established by the unit commander.

All boiler rooms, central heating systems, stoves and flues must be carefully inspected prior to the beginning of the heating period, and faulty ones must be repaired. Flues are cleaned according to a schedule.

Use of stoves must end not later than 2000. Stoves in classrooms and offices are stoked in the morning, and their stoking must end an hour prior to the beginning of lessons (work).

Stoves should be stoked twice a day during severe frosts and on days that the floors are washed.

255. Stokers are appointed from among the enlisted personnel to stoke stoves by a unit order for the time of the heating period. Stokers must receive preliminary training in stoking rules and fire safety rules. Stokers are not released from training. They are released from all details during the heating period.

Observation of stove stoking in the subunits is the responsibility of the company first sergeant and the company duty officer, and in unit headquarters, the unit staff duty officer.

In winter, the temperature is kept not lower than +18°C in living quarters and not less than +20°C in medical institutions. Thermometers are put up in interior spaces on interior walls away from stoves and heating appliances at a height of 1.5 m above the floor.

Using faulty stoves, employing combustible liquids to stoke stoves, leaving burning stoves unattended and storing fuel in living quarters and hallways are prohibited.

At the end of the heating period all stoves and flues must be carefully cleaned and inspected by the company first sergeant together with the chief of the unit's quarters and utilities service, after which the doors on the stoves are sealed shut.

#### **Airing of Interior Spaces**

256. Interior spaces in barracks are aired by orderlies under the observation of the company duty officer: in sleeping rooms—before sleep and after sleep, and in classrooms—before lessons and in breaks between them.

Window air vents (transoms) are opened in the cold season and windows are opened in the summertime when interior spaces are vacant. If interior spaces are not vacated, air vents (transoms) or windows are opened only on one side of the space. Open air vents and windows are mandatorily secured with hooks. In summer, the windows of mess halls, aid stations and toilets are equipped with fine-meshed screens for protection against insects.

Existing ventilating fixtures must be kept in serviceable condition. Balanced ventilation is operated at times established by the unit commander.

#### **Lighting of Interior Spaces**

257. Lighting procedures are determined by the unit commander. Barrack lighting is divided into full and safety lighting (a dull dark blue color).

Safety lighting is left on during sleeping hours in sleeping quarters. Full lighting is kept on at entrances to barracks and to weapon storerooms, in hallways, over staircases and in toilets between the onset of darkness and dawn. It is the responsibility of duty officers and orderlies to see that regulation lighting is maintained and that lights are switched on and off at the appropriate times.

Electric lighting in the area occupied by a unit is not switched off for the night as a rule: safety lighting is left on.

In the event of an accident or temporary shut-down of electric lighting and for other eventualities, the duty officers of companies and other subunits must possess back-up lamps or lanterns, which are stored in places determined by the unit commander.

#### **Accommodation in Population Centers**

258. Subunits of a unit are accommodated in population centers on the basis of an agreement with representatives of local organs of state government and management in administrative buildings, and in their absence, in homes or structures that could be suitably used as living quarters.

After quarters are assigned, unwarranted movement from one house to another is prohibited.

Population centers designated for temporary accommodation are first examined in epidemiological respects on the basis of an order of the unit commander.

Prior to occupying building spaces, canopy-covered areas and pads, the subunit commander inspects them, after which he accommodates personnel, armament and military equipment.

259. Officers and warrant officers are accommodated in separate spaces near the locations of subunits subordinated to them.

260. Armament and military equipment is distributed among the subunits and parked outdoors on concealed (camouflaged) pads or beneath canopies.

261. The boundary of a company's area is indicated to each company. Within it, the company is allocated interior spaces and land parcels for exercises; an alert assembly point is designated as well.

262. Separate areas meeting fire safety rules are reserved for deployment of storage depots.

263. If separate areas are not allocated for kitchens, bakeries and baths, they are set up far enough from living quarters and other structures so that they could not cause a fire.

264. Water for drinking and for food preparation is taken only from allocated water supply points (springs); steps are taken to prevent their contamination, and they are placed under 24-hour guard.

265. A person in charge is designated in each interior space. He is responsible for the behavior of servicemen, for internal order and for safeguarding property within the area, for the cleanliness of land adjacent to the area, and for observance of fire safety rules.

All servicemen are prohibited from using the property of the owners of premises without their permission.

266. When accommodation in a population center is temporary, weapons and ammunition are stored in a dry place away from doors, stoves and heating appliances, and they are kept under constant guard by the daily detail. Clothing and gear are located in places adapted for this. Personal articles and clothing are stored in combat field packs.

267. In all other things having to do with internal order and leave of compulsory-term servicemen from the unit's location, rules established for accommodation in barracks must be observed.

#### **Fire Protection**

268. All servicemen are obligated to know and fulfill the requirements of fire safety (Attachment 17), and know how to handle fire extinguishing equipment.

In the event of a fire, every serviceman is obligated to take steps to summon the military firefighting and rescue team (the organic fire crew) or a non-T/O fire brigade and to extinguish the fire with all available resources, as well as to rescue people, armament, military equipment and other materiel.

269. A fire protection plan is drawn up in the unit, approved by the unit commander and brought to the awareness of all personnel. Instructions on fire safety measures in the unit, a list of the men and equipment to be brought in to extinguish a fire, and excerpts from the procedures for evacuating personnel, armament, military equipment and other materiel must be kept with the unit duty officer.

270. The unit commander is responsible for the organization of fire protection and its status.

He is obligated:

- to organize study of fire safety rules by the personnel and training in firefighting techniques;
- to ensure that standard reserves of water, lightning arresters and fire extinguishing resources are present in all facilities;
- to inspect the organization and status of the unit's fire protection and conduct fire drills not less than once in 3 months;
- to ensure timely fulfillment of fire safety requirements;
- to organize telephone communication with the nearest city (garrison) fire brigade.

271. The unit commander and the training ground chief are responsible for fulfillment of fire safety requirements in wooded areas assigned to the unit, on the training ground and in all wooded areas in the course of classes, fire training, exercises and other combat training measures.

272. Subunit commanders and the chiefs of services, shops, clubs, laboratories and other facilities are responsible for fulfillment of fire safety requirements in the

subunits, services and facilities subordinated to them, and for maintaining fire extinguishing resources in serviceable condition.

273. Fire protection in the unit is directly managed by the chief of the firefighting and rescue service, and where one is not foreseen by the table of organization, his responsibilities are delegated to one of the officers as an additional duty.

274. A non-T/O firefighting team of from 5 to 15 persons is established in units not possessing an organic firefighting team.

Privates and NCO's from the same subunit as a rule are appointed to a non-T/O firefighting team.

A firefighting detail allocated from the team remains on duty at fire posts around the clock or for a particular period of time in accordance with a list of posts approved by the unit commander.

Personnel on the firefighting team are released from other details.

275. The chief of the firefighting and rescue service is concurrently the chief of the firefighting team, and he is subordinated to the unit commander. He is responsible for organizing fire protection, for the constant readiness of the firefighting team and of fire extinguishing resources, and for teaching all personnel the requirements of fire safety rules.

276. The chief of the fire protection and rescue service is obligated:

- to know the particular fire safety status of the unit's facilities, and to participate in drawing up fire protection plans and fire safety requirements;
- to personally conduct lessons for officers, warrant officers and ranking NCO's of the unit's subunits on firefighting training and on operation of fire extinguishing resources, to provide instruction in fulfilling fire safety requirements among the personnel, to conduct special training for the firefighting team, and to brief the firefighting detail;
- to inspect the fire safety of all facilities and maintain daily control over the personnel's fulfillment of the established fire safety requirements and over the work of the firefighting detail;
- to ensure that all fire extinguishing resources, fire alarms and fire water supply sources are serviceable and properly operated, and to take steps to keep them constantly ready for action;
- to maintain records of the technical condition of fire extinguishing resources;
- to prohibit the use of faulty devices, heating appliances, lighting fixtures and so on and ones presenting a fire hazard;
- to report to the unit commander shortcomings in the fire safety status of facilities promptly, and all cases of fire and steps taken immediately;
- to supervise firefighting operations.

### Environmental Protection

277. Every serviceman is obligated to care for nature and protect its wealth in the course of all of his daily activity, and to strictly fulfill measures foreseen by rules and instructions to prevent pollution of water resources, air and land and to safeguard the animal and plant world.

Servicemen who pollute the environment as a result of their actions or inaction are held liable.

In order to prevent any negative influence of the forces upon the environment, the military unit draws up a plan of measures to protect the environment, which is brought to the awareness of all personnel, and a permanent commission is appointed.

278. The military unit commander is responsible for organizing protection of the environment, and for its status. He is obligated:

- to organize study of the rules of environmental protection in the location of the military unit and the organization of its protection by the personnel;
- to ensure prompt fulfillment of the plan of measures for environmental protection.

The deputy commander for rear service is the immediate supervisor of environmental protection.

279. The commander of the military unit and the chief of the training ground are responsible for implementation of the necessary measures to prevent negative influences upon the environment during preparation for and conduct of exercises and other combat training measures on the training ground.

## Chapter 6. Allocation of Time and the Daily Routine

### General Provisions

280. Time is allocated in a military unit in such a way as to ensure its constant combat readiness and to create conditions for maintaining order and military discipline, for indoctrinating the personnel and for conducting combat training lessons, for raising their cultural level, for providing comprehensive personal services, and for recreation and meals.

The duration of the duty (work) week is established as follows:

- for compulsory-term servicemen and for servicemen serving on a contract basis, and officers—6 days (5 training days and 1 inspection and maintenance day—Saturday) with 1 day off;
- for servicemen of military educational institutions—6 days (6 training days) with 1 day off;
- for servicemen serving on a contract basis, and for officers and generals of the staff of combined units and large strategic formations and of the central administration of the Ukrainian Ministry of Defense—5 days, with 2 days off.

The total duration of the duty (work) time of servicemen serving on a contract basis and of officers and generals is 41 hours a week.

Exercises, ship cruises, live firings and other important combat training measures are conducted strictly according to plan, and on any day of the week, with no limit on the total duration of duty (work) time.

281. Time is allocated in a military unit over the course of a day, and in relation to some measures over the course of a week, on the basis of the daily routine and regulations governing duty time.

The **daily routine** of a military unit determines the times of fulfillment of the principal measures of the daily activity, training and personal time of the personnel of subunits and staffs.

As a supplement to the daily routine, **duty time regulations** determine the duty time of generals, officers and servicemen serving on a contract basis.

The daily routine and duty time regulations are established by the commander (superior) with regard for the tasks at hand, time of year and climatic conditions.

They are drawn up for the training period, and they can be updated by the commander (superior) for the time of exercises, ship cruises, live firings, alert duty, service in a daily detail, guard duty and other measures with regard for the particular features of their fulfillment.

282. The daily routine must foresee time for morning physical exercise, morning and evening toilet, morning inspection, training and preparation for it, time for changing special (work) clothing, cleaning footwear and washing hands prior to eating, for meals, for caring for armament and military equipment, for indoctrination and mass-participation sports, for listening to the latest news and watching television programs, for sick call, for the command to receive servicemen on personal matters, for the personal needs of servicemen, for evening promenade and evening inspection, and 8 hours of sleep.

Intervals between meals must not exceed 7 hours.

Assemblies, meetings, variety shows, movies and other measures must end prior to evening promenade.

Emergency measures associated with supporting combat and mobilizational readiness of the military unit are carried out on the orders of its commander at any time of the day; servicemen are provided not less than 4 hours rest a day in this case.

283. The regulations on the duty time of generals, officers, and servicemen serving on a contract basis must foresee traveling time to and from duty, a meal (lunch) break, time for independent training, and time for daily preparation for conducting lessons (not less than 1 hour a day).

The need for servicemen to fulfill official duties in correspondence with the daily routine and measures directed at maintaining the military unit in constant combat readiness are accounted for when determining the duty time regulations.

During alert duty, the duty time regulations are determined by the corresponding instructions.

Twenty-four-hour or temporary duty in a military unit and in a subunit by officers and by servicemen serving on a contract basis who are not on a daily detail and assignment of responsibility to different persons are categorically prohibited.

284. An inspection and maintenance day is held in the unit for the purposes of servicing armament, military equipment and other materiel, equipping and improving motor pools and facilities of the training material base, putting military installations in order, and carrying out other jobs. It is on this day that all interior spaces are usually subjected to general cleaning, and the personnel visit the baths.

In addition, in order to maintain armament and military equipment at constant combat readiness, the unit conducts vehicle maintenance days with the participation of all personnel.

Inspection and maintenance days and vehicle maintenance days are conducted according to plans drawn up by the staff together with the deputy commander for armament and for rear services, and approved by the commander. Excerpts from the plan are brought to the awareness of the subunits.

285. **Sundays and holidays** are days of rest for all personnel, except those on alert duty and serving on a daily detail. On these days, as well as during time free of training, the personnel engage in cultural and educational work, sports competitions and games.

On the eve of rest days variety shows, movies and other measures may end 1 hour later than usual, and reveille on rest days is later than usual, at a time set by the military unit commander.

Morning physical exercise is not conducted on rest days.

#### **Reveille, Morning and Evening Inspection**

286. In the morning, 10 minutes before the "Reveille" signal, the company duty officer awakens the platoon deputy commanders, and then the company as a whole is awakened at an established time (by a "Reveille" signal).

287. Following reveille, morning physical exercise is conducted, interior spaces and territory are cleaned, beds are made, and morning toilet and morning inspection are conducted.

288. Platoon deputy commanders (squad commanders) form up their subunits at a predesignated place for morning inspection in response to the company duty

officer's command "Company, form up for morning inspection"; persons on temporary duty form up on the left flank.

289. Having formed the company, the company duty officer reports to the first sergeant (or one of the platoon deputy commanders assigned to fulfill the duties of the company first sergeant) that the company is ready for inspection. When commanded to do so by the company first sergeant, the platoon deputy commanders and squad commanders conduct morning inspection.

290. Presence of the personnel, their appearance, and their observance of the rules of personal hygiene are checked during morning inspections.

The company duty officer writes the names of servicemen requiring medical care in the patient record book (Attachment 13); these persons are subsequently sent to the unit aid station.

In the course of morning inspection the squad commanders instruct servicemen to correct discovered deficiencies, verify their correction and report the results of the inspection to the platoon deputy commanders, while the latter do so to the company first sergeant.

The condition of feet, socks (footcloths) and underwear is checked periodically, usually prior to sleep.

291. In the evening, prior to inspection, at a time foreseen by the daily routine, evening promenade is conducted under the supervision of the company first sergeant or one of the platoon deputy commanders. During evening promenade the personnel sing marching songs in subunit formation. After promenade the platoon deputy commanders (squad commanders) form their subunits for inspection in response to the company duty officer's command "Company, form up for evening inspection." Having formed the company, the company duty officer reports to the first sergeant or the person acting in his place that the company is ready for evening inspection.

The company first sergeant or the person replacing him begins the inspection. At the beginning of the inspection he announces the names of servicemen entered on the company rolls in perpetuity for acts of heroism by order of the Ukrainian Minister of Defense. When the serviceman's name is announced, the deputy commander of 1st Platoon reports: "(rank and name) fell the death of the brave in combat for the freedom and independence of the Ukraine."

After this the company first sergeant reads off the list of company personnel. On hearing his name, each serviceman responds: "Here." The squad commanders reply on the behalf of persons who are absent. For example, "On leave," "On a detail."

At the end of the inspection the company first sergeant announces orders and instructions that must be known to all servicemen and the next day's detail, and designates (updates) the duty crew for the event of an alert and a fire.

At the established hour, taps is played, safety lighting is switched on, and complete silence is established.

On holidays, the anniversary of the Ukrainian Armed Forces, the branch of armed forces and the armed service, and on unit (combined unit) day, the personnel sing the Ukrainian National Anthem at the end of evening inspection.

292. When the company commander or one of the company officers is present in the company during morning and evening inspection, the company first sergeant reports the results of the morning (evening) inspection to him.

After morning and evening inspection the company duty officers report to the unit duty officer and present information on absentees, and when there are persons who are absent without leave, their last name, first name and patronymical.

### Training Sessions

293. Combat training is the principal component of the daily activity of servicemen in peacetime. Measures determined by the combat training plan and the training schedule may be postponed only by the commander (superior) who approved these documents. Training sessions and exercises must be conducted in accordance with the requirements of guidelines.

All unit (subunit) personnel must attend exercises and training sessions. Persons on the daily detail are excused from training sessions.

Independent classroom training is organized for compulsory-term servicemen excused from field training due to illness.

294. Commanders (superiors) guilty of diverting personnel from combat training are subject to disciplinary punishment.

295. The duration of a training hour is set at 45 minutes, and the break is 10 minutes long. Training sessions begin and end in response to a signal at a time established by the daily routine.

Prior to departing for training, subunit commanders base their actions on the responsibilities of a commander prior to forming up and when in formation (Drill Regulations of the Ukrainian Armed Forces, Article 24).

Upon completion of training sessions and exercises weapons are checked to see that they are unloaded, unexpended ammunition and spent shell casings are surrendered in accordance with the established procedure, weapons and entrenching tools are cleaned, armament and military equipment is subjected to technical maintenance, and places where training sessions were conducted are cleaned.

### Breakfast, Lunch and Dinner

296. Food preparation must be completed by the time established by the daily routine.

Before food is dispensed, a physician (paramedic) must check the quality of the food, spot check the weight of portions and inspect the sanitary condition of the mess hall, tableware, kitchen utensils and inventory together with the unit duty officer. After the physician (paramedic) passes judgment the food is tasted by the unit commander or, on his instructions, one of the regiment deputy commanders.

297. Food tasting by the unit commander or his deputies is carried out in the common mess hall while the unit personnel are eating.

The inspection results are entered into the food preparation quality control record book.

At the established time the unit duty officer grants permission to dispense the food.

298. Compulsory-term servicemen and servicemen serving on a contract basis come to the mess hall in clean clothes and footwear, in formation under the command of the company first sergeant or one of the platoon deputy commanders.

Order must be observed in the mess hall during meals. Eating in headgear, overcoats and special (work clothes) clothing is prohibited.

299. Persons on the daily detail take their meals at times established by the unit commander. Food for sick servicemen at the unit aid station is prepared on the basis of hospital ration norms and delivered separately.

Food is prepared separately for servicemen who are not at the aid station for treatment but who require a special diet.

### Passes for Compulsory-Term Servicemen

300. Officers and servicemen serving on a contract basis who are not carrying out the duties of military service may move about freely within the limits of the garrison and outside it, while compulsory-term servicemen may travel freely only within the limits of the garrison while on a pass.

301. A compulsory-term serviceman has the right to a pass if he has not been subjected to the disciplinary punishment "forfeiture of a regular pass." In this case passes for servicemen must be rotated between servicemen in the subunits in such a way that the unit's combat readiness and the quality of alert duty would not decline.

Compulsory-term servicemen are granted passes by the company commander on days and at times designated by the unit commander and in accordance with a procedure established by him. Not more than 33 percent of crew and team personnel and not more than 50 percent

of all other servicemen may be on a pass from a subunit simultaneously. Privates in their first year of service receive a pass after they take the military oath. A pass of up to 1 day is permitted on Saturdays and on holiday eves, and a pass until evening inspection is permitted on Sundays and holidays.

Passes are granted in rotation. The order of issuing passes is maintained by platoon deputy commanders.

All servicemen who participate in alert duty and serve on a daily detail on days off and holidays are granted a day of rest after serving duty.

The right to an extra pass is enjoyed by believing servicemen on religious holidays.

302. Servicemen request passes from their immediate commander (superior). For example: "Pan Sergeant. I request a pass until ... hours."

Platoon deputy commanders submit lists of the names of compulsory-term privates and NCO's to be granted passes, signed by the platoon commander, to the company first sergeant for inclusion in the report to the company commander.

303. At a designated time the company duty officer forms up servicemen on the pass list and reports to the company first sergeant. The company first sergeant checks for presence of persons leaving on a pass, their appearance, their knowledge of the rules of behavior in public places, and that they have military service cards in their possession, he presents passes (counters) to them, and then reports the number of servicemen leaving on a pass to the unit duty officer.

304. Servicemen on a pass returning to the unit go to the company duty officer and report their arrival, surrender their passes (counters) to him and report to their immediate commander (superior). For example: "Pan Sergeant. Private Rybokon returning from leave with no admonitions (or with a certain admonition from a certain person)."

If the serviceman returns to the subunit after taps, he reports only to the company duty officer.

The company duty officer notes the times of arrival of the returning servicemen in the pass book and surrenders the passes (counters) to the company first sergeant and reports their arrival to the regiment duty officer.

Servicemen serving on a contract basis and residing in residence halls or apartments may leave the unit's location after training and general measures foreseen for the subunit by the daily routine, until the beginning of training on the following day.

Cadets are granted passes from a military educational institution in accordance with the procedure established for compulsory-term servicemen. This provision applies to cadets over the course of 18 months from the day of their enrollment in the military educational institution.

After this time period, cadets have the right to live in residence halls, or to remain away from the military educational institution after classes and mandatory self-study hours as determined by the daily routine, until 2400, while cadets with families may be absent until the beginning of classes on the following day.

305. In a military unit (separate subunit) located away from population centers, and in other cases where granting passes is unsuitable, group trips to nearby population centers (cities) are conducted on rest days.

#### **Temporary Duty, Departure and Travel of Subunits (Teams)**

306. As a rule, subunits headed by their commanders are assigned to temporary duty. When privates and NCO's from different subunits are assigned to temporary duty, a team is created out of them and a team chief is appointed from among the NCO's, warrant officers or officers.

A temporary duty certificate and a list of subunit (team) personnel, indicating the type and serial numbers of weapons and the quantity of issued ammunition, authenticated by the military unit's seal and signed by the unit chief of staff, are issued in the unit to the subunit (team) commander. In addition the following are indicated to the subunit commander (team chief):

- the rules of travel and of taking meals while en route;
- the time of arrival of the subunit (team), its destination and the person to whom to report;

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[Text]

- safety requirements and the rules of storing and using weapons, and other instructions regarding the subunit's (team's) work are given.

The subunit (team) is prepared for travel on official business by the commander of the subunit from which it is detailed.

At an established time the subunit (team) appears before the unit chief of staff or commander under the lead of the designated commander (chief).

The unit chief of staff or commander checks the readiness of the subunit (team), briefs the subunit (team) commander and, when necessary, all of the personnel, and ensures that the subunit (team) departs on time, allocating transportation in the necessary cases.

307. The subunit commander (team chief) is responsible for maintaining military discipline and order among the personnel, for prompt fulfillment of the mission, and for safeguarding weapons, ammunition and other military property.

Upon arriving at the destination the subunit commander (team chief) reports to the person to whom the subunit

(team) has been detailed, and upon returning, to the unit chief of staff or commander.

308. When traveling in vehicles, the subunit commander (team chief) fulfills the duties of column commander (vehicle chief).

Conveyance of personnel aboard improperly equipped and, in the winter, uncovered vehicles is prohibited.

Instructions presented in Chapter 13 of these Regulations are followed when traveling by rail, sea, river and air transportation.

309. Servicemen leaving on business assignments as well as on tourist trips and to the movies, theater and other public institutions travel while in the garrison as a team headed by a person in charge appointed by the company commander from among the officers, warrant officers or NCO's.

The officer or warrant officer in charge assembles the team personnel, forms them up and inspects them, draws up a list, and reports the team's readiness to the company commander or a person acting in his behalf. On receiving permission he leads the team to its destination.

Upon assembling the team, the NCOIC presents it to the company first sergeant and receives from him a pass and a team list signed by the company commander. When necessary, the company commander presents the team to the unit chief of staff or commander.

310. When two or more servicemen depart from a subunit, a person in charge is always designated from among them. Teams of three or more persons travel to their destination in formation under the command of the person in charge.

To avoid accidents, teams traveling on foot must carry blinking caution lights at the head and tail of the column at night, and caution flags during the day.

#### **Entertainment of Visitors by Servicemen**

311. Compulsory-term servicemen and servicemen serving on a contract basis are permitted to entertain visitors during a time established by the daily routine, in a visiting room specially reserved for this purpose in the unit.

312. A visiting room duty officer is appointed by a unit order; he follows instructions approved by the unit commander.

Persons desiring to visit servicemen are admitted to the visiting room with the permission of the checkpoint duty officer.

313. Families of servicemen and other persons may visit the barracks, mess hall and other areas with the unit commander's permission in order to acquaint themselves with the life of the unit's personnel. Trained servicemen are appointed to escort them and provide the necessary explanations.



314. Visitors who possess alcoholic beverages or who are in a state of intoxication are not allowed to visit servicemen. Visitors are not permitted to stay the night in barracks and other places.

The visiting room duty officer must have a visitors and comments book, as well as a list of hotels and private apartments, and their addresses and telephones.

## **Chapter 7. The Daily Detail**

### **General Provisions**

315. The daily detail is appointed to maintain internal order, to protect the military unit's (subunit's) personnel, armament, military equipment, ammunition, interior spaces and property, to monitor the state of affairs in the subunits and to take prompt steps to prevent law violations, as well as to fulfill other responsibilities of routine garrison duty.

316. The composition of the daily detail is announced in a unit order for the training period.

The following composition is foreseen for the unit daily detail:

- unit duty officer;
- assistant unit duty officer;
- subunit duty officers;
- guard detail;
- motor pool duty officer and orderlies, and duty prime mover driver- mechanics (drivers);
- aid station duty paramedic or medical corpsman NCOIC and orderlies;
- checkpoint duty officer and assistant duty officers;
- visiting room duty officer;
- mess hall duty officer and mess hall workers;
- unit staff duty officer;
- duty bugler;
- messengers;
- enlisted tea room (cafeteria) duty officer and workers;
- firefighting detail;
- duty vehicle drivers;
- duty electrician-diesel mechanic.

The following are appointed daily by a unit order:

- unit duty officer, assistant unit duty officer, officer of the guard, motor pool duty officer, subunit duty officer, and the subunits from which the unit daily detail is allocated.

Officers and servicemen serving on a contract basis appointed to duty at communication centers, aid stations and the military motor vehicle inspection are not appointed to another detail.

317. Servicewomen are appointed to the daily detail for duty within their specialty.

318. The following are appointed to the company daily detail:

- company (residence hall) duty officer;
- company (residence hall) orderlies.

When the unit's support subunits are accommodated together, a duty officer and orderlies are appointed for these subunits.

The number of orderlies is determined on the basis of the conditions under which the subunits are accommodated, and so as to ensure security and maintenance of internal order.

319. All duty officers and their assistants must wear a chest badge on the left side of the chest with the appropriate inscription (Attachment 15). The chest badge is passed from the old duty officer to the new duty officer after assumption of and relief from the duty post is reported.

320. The unit duty officer and his assistant, the motor pool duty officer, the checkpoint duty officer and the unit staff duty officer appointed from among officers and warrant officers are armed with pistols and two loaded magazines.

The motor pool duty officer, the checkpoint duty officer and the unit staff duty officer appointed from among NCO's, the assistant checkpoint duty officers, subunit duty officers and orderlies, motor pool orderlies and messengers are armed with bayonet-knives worn in a sheath. The bayonet-knife is worn on the waistbelt, on the left side and a palm's width from the buckle.

When necessary, orderlies and assistant checkpoint duty officers, the company daily detail and motor pool orderlies may be armed with assault rifles (carbines) with two loaded magazines (with 30 cartridges in clips) in certain military units by order of the Ukrainian minister of defense. The procedures of weapon use are in compliance with requirements of these Regulations as well as the Manual of Garrison and Guard Duties of the Ukrainian Armed Forces.

### **Duty Subunits**

321. Duty subunits are designated:

- for the event of reinforcement of guard details or emergency response to a fire, a natural disaster or other incidents;
- for unforeseen jobs.

Duty subunits are subordinated to the unit duty officer.

322. When the duty subunit is alerted, it forms up in a predesignated place and acts on instructions from the unit duty officer, who issues ammunition when necessary.

323. Weapons and ammunition are not issued to a duty subunit appointed for unforeseen jobs. The superior in whose charge the subunit is placed is responsible for organizing and ensuring the safety of the work.

324. Duty subunits undergo training near the unit's location. The unit duty officer must know the location of duty subunits and the means of summoning them.

### **Procedure for Appointing Service Details and Reporting on Them**

325. Subunits are appointed to a detail together with their commanders.

Rotation of details among warrant officers and officers and among a unit's subunits is established by the unit chief of staff.

The rotation of details is established in a company among platoons by the company first sergeant, and within the platoon by the platoon deputy commander.

Details must be distributed among servicemen equally and fairly.

326. Detail lists are maintained separately for each month (Attachment 13):

- for privates—by the platoon deputy commander;
- for NCO's—by the company first sergeant;
- for warrant officers and officers—by the unit staff.

Detail lists pertaining to privates and NCO's are stored for a year, while those pertaining to warrant officers and officers are stored for 3 years.

### **Preparation of the Daily Detail**

327. The staff of the military unit communicates the days of assumption of the daily detail and its composition to subunit commanders 7 days prior to the beginning of the new month.

328. The commanders of subunits from which the daily detail is appointed are responsible for preparing the personnel for duty, and for prompt arrival of the daily detail for its briefing to the appropriate unit officials, and for posting.

329. Subunits and persons appointed to the daily detail must be excused from all training and work on the night preceding the detail. The firefighting detail appointed from a non-T/O fire brigade is not excused from training and work carried out at the unit's location.

330. On the day of assumption of the detail, at times indicated in the daily routine, the personnel must be provided not less than 3 hours to prepare for duty, and when assuming guard duty, not less than 4 hours in a 24-hour period, including for practical training, and not less than 3 hours for rest (sleep).

331. Personnel of the daily detail appointed from a company (battery) are prepared by the first sergeant or another designated official of the subunit.

Preparation of a daily detail appointed from a battalion (division) or from a military unit is organized by the corresponding commanders and conducted by their deputies.

A guard detail is prepared in accordance with the Manual of Garrison and Guard Duties.

332. Persons on the daily detail determined by a unit order in accordance with their job description appear for training (briefing) at an established time before the deputies or other officials designated for this purpose by the unit commander.

During the training (briefing), the provisions of the regulations and instructions and safety requirements are studied, and the knowledge of detail personnel of their special duties is tested.

Practical training is conducted on the day of assumption of the detail, at times indicated in the daily routine, in areas (places) equipped for work by the daily detail at the subunit's location or at the place of duty.

333. In the necessary cases training is provided on weapon use.

The daily detail must be ready for duty and placed under the subordination of the unit duty officer and officer of the guard 15 minutes prior to departure for posting.

### **Posting the Daily Detail**

334. The daily detail is posted in accordance with requirements of the Manual of Garrison and Guard Duties of the Ukrainian Armed Forces. It is posted by the new unit duty officer at a time established by the unit commander.

335. Ten minutes prior to posting, the new assistant unit duty officer, who is appointed from among the officers, forms up the personnel of the daily detail, except for the duty subunits, the mess hall detail and the firefighting detail, in the place established for posting, verifies its presence, and reports to the unit duty officer upon the latter's arrival.

If the assistant unit duty officer is a warrant officer, the daily detail is formed and the report is made to the unit duty officer by an officer appointed from among persons of the daily detail.

336. The daily detail is formed for posting with guards on the right flank, and then from right to left, the motor pool duty officer, the duty paramedic (medical corpsman NCOIC), the checkpoint duty officer, the unit staff duty officer, all company duty officers in the order of the subunits, messengers, the mess hall duty officer, the chief of the firefighting detail and the duty bugler, the assistant checkpoint duty officers, orderlies and the driver-mechanics (drivers) of duty prime movers (motor vehicles), who form up behind their duty officer; the assistant unit duty officer stands on the right flank of the guards.

### **Duties of Persons on the Daily Detail**

#### **General Provisions**

337. All persons on the daily detail must firmly know and execute their duties precisely and conscientiously, persistently working to fulfill the daily routine and observe the rules of internal order.

Persons on the daily detail do not have the right to cease performance of their duties or transfer them to others without the permission of the unit duty officer.

338. When subunits are visited by superiors beginning with the unit commander and above, subunit duty officers mandatorily report this immediately to the unit duty officer.

339. The unit duty officer and his assistant, the motor pool, checkpoint and mess hall duty officers, the duty paramedic (medical corpsman NCOIC), the unit staff duty officer and the bugler are permitted to take turns resting lying down (sleeping) for 4 hours during the period of duty at a time established by the unit commander, with footwear removed but without removing gear and undressing.

The company duty officer and orderlies on the free shift are permitted to take turns resting lying down (sleeping) undressed.

340. Servicemen relieved from the daily detail are excused from training and work on the day of their relief.

All servicemen included in the composition of the daily detail on days off and holidays are provided a day of rest on the following day.

#### Unit Duty Officer

341. The unit duty officer is appointed from among the unit's officers, while in separate battalions and military units equal to them, platoon commanders as well as warrant officers may be appointed duty officers of the military unit.

As regards unit interior guards, the unit duty officer follows the provisions of the Manual of Garrison and Guard Duties of the Ukrainian Armed Forces concerning guard duty officers.

342. Prior to posting, the new duty officer appears before the unit chief of staff at the appointed time for a briefing and to receive the password. At the time of posting the new unit duty officer checks the numerical composition of the detail, armament, and the detail's knowledge of its duties, gives instructions to correct revealed deficiencies, and announces the uniform for the following day.

After posting, the new duty officer accepts documents (Attachment 11) from the old duty officer as well as weapons and ammunition from officers and warrant officers of the unit staff and services. The weapons are accepted individually, by serial number and as complete sets. Then together with the old unit duty officer he checks the serviceability of notification and security equipment and radiation and chemical detection devices, and updates the number of detained servicemen and the terms of their confinement in the log book.

343. After relief from and assumption of duty and after the officers of the guard report relief of the guards, the old and new duty officers report to the unit commander.

For example: "Pan Colonel. Captain Stolyarenko relinquished his post as unit duty officer." "Pan Colonel. Senior Lieutenant Klimenko assumed the post of unit duty officer."

Then the new unit duty officer reports all shortcomings discovered upon acceptance of duty that could not be corrected by the relieved daily detail.

#### The Unit Duty Officer Is Obligated:

344.

- upon receiving an alarm signal, to immediately alert the subunits, to inform the unit commander, his deputies and other officials of the unit, and act in accordance with instructions;
- upon receiving notice of mobilization, to immediately report this to the unit commander and chief of staff, and to act in accordance with their directives and instructions;
- to issue personal weapons and ammunition for them to officers and warrant officers in the unit's administration under their signature in the Weapon and Ammunition Issue Book (Attachment 13), and in response to an alarm, on the basis of their identity documents; upon unsanctioned activation of the security alarm system of weapon storerooms in the subunits, to reveal the causes of the system's activation and to see that the system is placed under guard;
- in cases of radiation and chemical danger, to act in accordance with instructions;
- to ensure fulfillment of the daily routine by subunits and supervise the sounding of prearranged signals;
- to personally check the work of the daily detail not less than twice a day (one of these times at night) and observance of internal order in the subunits, and to take steps to prevent crimes, incidents and violations of safety measures, and to correct revealed shortcomings;
- to constantly know the location of the unit commander, and to report all incidents in the unit and absence of compulsory-term servicemen without leave to him without delay;
- to remain in the duty officer's room; when leaving on official business, to leave an assistant in his place and tell him where he is going and for how long;
- to possess an overall training schedule, to know the areas in which training fields are located, and to know what companies are conducting training sessions and where;
- to have information from the unit staff available on use of personnel and on use of combat and transport vehicles; to monitor the return of vehicles to the motor pool by way of the motor pool duty officer, and to report cases of their delay en route to the unit commander;
- to inspect the appearance of messengers and give them permission to leave the unit on the basis of counters (Attachment 13);
- to accept detained servicemen into the detention cell, making the necessary notations in the Detention Book;

- in case of fire or natural disaster in the unit's location or near it, to take immediate steps to rescue the unit's Colors, people, armament, military equipment and other materiel; in case of fire, to summon the fire-fighting team, and organize firefighting efforts prior to its arrival;
- to check the quality of food jointly with a physician (paramedic) before it is served, making the appropriate notations in the Food Preparation Quality Control Record Book, and to give permission to serve it; in the event of doubt in the quality of the food, to report this without delay to the unit commander; to be present in the mess hall during serving and eating of the food, and to ensure that it all goes to the personnel;
- to order the unit duty officers to lock barrack entrance doors in special cases;
- to greet the unit commander when he visits, and to give the command "ATTENTION" when personnel are present, and to report. For example: "Pan Colonel. No incidents occurred (or a certain incident occurred) during my time of duty. Unit duty officer Captain Onishchuk."

The unit duty officer does nothing more than introduce himself to unit deputy commanders.

345. After evening inspection and after reveille, the unit duty officer receives reports from the subunit duty officers and compiles information on absentees, and a list of persons absent without leave if they exist. He presents this list and the list of detainees to the unit commander after the morning report.

The regiment duty officer makes a notation in the Duty Assumption and Relief Book (Attachment 13) regarding all shortcomings revealed in the work of the daily detail and regarding all violations of internal order in the unit during the time of duty that could not be corrected prior to relief from duty. Each day the unit duty officer presents the Duty Assumption and Relief Book to the unit commander for inspection.

346. The unit duty officer greets and escorts the following through the unit's area:

- the President of the Ukraine, the Chairman of the Ukrainian Supreme Soviet, the Ukrainian Prime Minister, the Ukrainian Defense Minister and his deputies;
- direct superiors senior to the unit commander and persons appointed to lead a review (inspection).

When the unit duty officer greets these persons in the presence of direct superiors from the unit commander and above, he does not report and does not introduce himself to the visitors.

In the event that the unit is visited by generals and admirals not indicated above, as well as by senior officers from another military unit, the unit duty officer gives the checkpoint duty officer permission to admit

them into the unit with an escort. Upon greeting these persons, the unit duty officer introduces himself to them.

For example: "Pan Colonel. Unit duty officer Captain Petrenko." Then he must clarify the official to whom the visitor is to be escorted.

All other servicemen and civilians from another military unit are admitted into the unit on the basis of one-time passes after permission is received from unit officials.

#### Assistant Unit Duty Officer

347. The assistant unit duty officer is appointed from among junior officers or warrant officers, and he is subordinated to the unit duty officer. He is obligated to know the instructions to the unit duty officer and how to handle the notification and communication equipment, radiation and chemical detection devices kept with the unit duty officer, and when acting in behalf of the duty officer, to fulfill his duties.

348. All persons of the unit's daily detail are subordinated to an assistant unit duty officer appointed from among officers; in relation to interior guards, he follows the provisions of the Manual of Garrison and Guard Duties of the Ukrainian Armed Forces concerning the assistant guard duty officer.

All persons of the daily detail are subordinated to an assistant unit duty officer appointed from among warrant officers.

#### Checkpoint Duty Officer

349. The checkpoint duty officer is appointed from among warrant officers or NCO's, and he is subordinated to the unit duty officer and his assistant. The assistant checkpoint duty officers and the visiting room duty officer are subordinated to him.

The old and new duty officers report relief from and assumption of duty to the unit duty officer.

350. The checkpoint duty officer is obligated:

- after posting, to accept documents, equipment and inventory on the basis of a list (Attachment 11);
- to check the identity documents of visitors to the unit, and to issue one-time passes with the permission of persons on a list approved by the unit commander, and when instructed to do so by the unit duty officer;
- to not permit any property to be taken out (brought into) the unit's territory by hand or by vehicle without the permission of the unit duty officer; to check cargo (property) against invoices and to make sure that all documents pertaining to transport of this cargo are filled out properly;
- to report to the unit duty officer those persons whose documents he doubts;
- to not permit exit of compulsory-term servicemen from the unit area without a military service card, out of uniform and with an unkempt appearance, and of teams traveling on foot at night without blinking

caution lights at the head and tail of the column and during the day without caution flags;

- to remain at the checkpoint; when leaving on official business with the permission of the unit duty officer, to leave an assistant in his place;
- to greet and introduce himself to the unit commander and his deputies upon their arrival.

351. The checkpoint duty officer checks the documents of servicemen from another military unit, reports to the unit duty officer, and issues one-time passes with his permission.

#### **Assistant Checkpoint Duty Officer**

352. The assistant checkpoint duty officer is appointed from among NCO's or privates. He is subordinated to the checkpoint duty officer.

353. The assistant checkpoint duty officer is obligated:

- to admit officers, warrant officers and servicemen serving on a contract basis and compulsory-term servicemen of the same unit—on the basis of personal identification (the military service card), and if he knows them by sight, then without its presentation; other persons—on the basis of passes;
- when checking permanent or one-time passes, to compare them with samples at the checkpoint, check for presence of a seal and the resemblance of photographs to their bearers, and make sure that they have not expired, and that the one-time pass of a leaving visitor bears a notation from the person who issued the pass;
- when any property is brought in (taken out) by hand or by vehicle, to verify on the basis of a materials permit (transport work ticket) precisely what permission has been granted to carry by hand or by vehicle, and in what amount (what number of seats); to pass vehicles with transport work tickets only;
- to report persons with expired passes and persons with doubtful documents to the checkpoint duty officer;
- to report arrival of the unit commander; his deputies and other servicemen from another military unit to the checkpoint duty officer without delay.

#### **Battalion (Unit Support Subunit) Duty Officer**

354. The battalion (unit support subunit) duty officer is appointed from among NCO's, and he is subordinated to the unit duty officer and his assistant.

The battalion duty officer is subordinated in matters of routine garrison duty to the battalion commander, while the unit support subunit duty officer is subordinated to the commander of one of the subunits, appointed as the senior officer of the subunits by a unit order.

The battalion (unit support subunit) duty officer carries out duties applicable to the duties of a company duty officer.

355. In a battalion located apart from other subunits of a unit, the battalion duty officer may be appointed from among officers or warrant officers. In this case he carries out duties in application to the duties of a unit duty officer.

#### **Company Duty Officer**

356. The company duty officer is appointed from among NCO's, and as an exception, from among the best-trained privates. The company duty officer is subordinated to the unit duty officer and his assistant, and in matters of routine garrison duty in the company, to the company commander and company first sergeant.

He is the superior of all of the company's servicemen.

357. Prior to posting, the new company duty officer checks the composition of the appointed company daily detail, inspects it and introduces it to the company first sergeant. After inspecting the daily detail, testing its knowledge of its duties and conducting practical training, the company first sergeant accepts information from the old duty officer regarding the presence and use of people and posts the daily detail.

After posting, together with the old duty officer the new duty officer checks and accepts the weapons, the ammunition boxes and the seals on them, and property as listed, and he checks for the presence and serviceability of fire extinguishing and notification equipment, after which the duty officers sign the Duty Assumption and Relief Book (Attachment 13).

Weapons and optical devices are accepted item by item, on the basis of serial numbers and as complete sets. The serviceability of locks, the security alarm system, cabinets, seals and other equipment is checked in this case.

On assuming duty, the new duty officer goes to the company commander and, in his absence, to his deputy or the company first sergeant together with the old duty officer to report relief from and assumption of duty.

For example: "Pan Captain. Sergeant Ostapenko relinquished his post as company duty officer." "Pan Captain. Junior Sergeant Ivanenko assumed the post of company duty officer."

Then the new company duty officer reports all admonitions that had been voiced and instructions given by the unit duty officer at the time of posting, as well as faults or shortages discovered at the time of assumption of duty.

#### **The Company Duty Officer Is Obligated:**

358.

- when an alarm is sounded, to alert the personnel, notify the officers, warrant officers and servicemen serving on a contract basis, and fulfill the instructions of the unit duty officer prior to their arrival in the company;

- to make sure that the daily routine is fulfilled precisely in the company, and to awaken all the personnel at the established time;
- to know the company's location and the procedure for summoning it, the number of people present in the company, the quantity of vehicles in the motor pool, the number of patients, detainees and persons on a pass or sent away in teams, and the presence and precise expenditure of weapons;
- prior to opening a weapon storeroom equipped with a coded alarm system, the company duty officer may additionally communicate a verbal code to the unit officer, and then, having opened the weapon storeroom, he composes the new code for the security alarm system;
- to issue weapons, except for pistols, only on orders from the company commander or first sergeant, making a note of this in the Weapon and Ammunition Issue Book (Attachment 13), and when accepting weapons and optical devices, to check their serial numbers and their completeness; to constantly keep the keys to the weapon storeroom in his possession, and never transfer them to anyone;
- in the event of any incident in the company and violation of the rules of interrelations between privates or NCO's of the company established by regulations, to report them without delay to the unit duty officer or the company commander, and to take steps to establish order;
- to make sure of the presence and serviceability of the company's fire extinguishing equipment and the security alarm systems of weapon storerooms, and fulfillment of fire safety requirements in the company (smoking—only in specially designated places, drying of clothing—only in drying rooms; to observe fulfillment of the rules of stoking stoves and using lamps);
- when so commanded by the unit duty officer, to lock the barrack doors, and to admit visitors by means of a buzzer security system after first ascertaining their identity;
- when a fire occurs, to summon the firefighting team, take steps to extinguish it, and immediately report to the unit duty officer and the company commander, as well as to take steps to get threatened people, weapons and property outside;
- to relieve orderlies on time, to dispatch subunits appointed to work details and to various teams when so ordered by the company first sergeant, and to send all persons who are ill and require examination by a physician to the aid station;
- to form up servicemen leaving on passes at the appointed hour, to verify their presence, and to report this to the company first sergeant;
- when departing from the company area on official business and for the time of his rest break, to transfer execution of his responsibilities to one of the orderlies on the free shift;
- to obtain, from the company first sergeant after evening inspection, information on absentees as well as on persons absent without leave—their last names,

first names and patronymicals, and to report to the unit duty officer;

- after morning inspection, to report the presence and use of company personnel, incidents that occurred during the night and persons who were late and who were absent without leave to the unit duty officer;
- to see that the company areas are carefully cleaned and maintained, that the proper temperature is maintained in them, that the procedures for lighting, heating and airing interior spaces are observed, that water is present, and that the part of the territory assigned to the company is cleaned;
- when so instructed by the company first sergeant, to promptly submit orders to the mess hall duty officer to save food for persons serving on a detail or absent on other official business;
- upon arrival of the first officer or company first sergeant in the company, as well as the company commander, the unit duty officer and other direct superiors, to give the command "ATTENTION," to report to them and to escort them through the company area.

For example: "Pan Major. No incidents occurred (or certain incidents occurred) during my time of duty. The company is on the drill pad. Company duty officer Sergeant Shramko."

The company duty officer does not report and only introduces himself to other officers and warrant officers of the company.

When officers and warrant officers of another company visit the company, the company duty officer introduces himself to them and escorts them to the company commander or first sergeant.

In the event that the visiting commander (superior) is greeted by and receives the report from the company commander, the company duty officer does not report and does not introduce himself to the visiting commander (superior).

If the visiting commander (superior) is not greeted by company officers and the first sergeant, the company duty officer gives the command "ATTENTION" and introduces himself to him. Upon receiving the command "AT EASE," he escorts the visiting commander (superior) to the company commander or first sergeant.

#### Company Orderly

359. The company orderly is appointed from among the privates. The company orderly is subordinated to the company duty officer.

360. The company orderly on duty carries out his duties inside the barracks at the entrance door, near the weapon storeroom.

#### He Is Obligated:

- to go nowhere from the company area without the permission of the company duty officer; to keep the weapon storeroom under constant observation;

- to not admit unauthorized persons into the area, and to not allow removal of weapons, ammunition, property and articles from the barrack (residence hall) without the permission of the company duty officer;
- to report all incidents in the company, violations of the rules of interrelationships between privates or NCO's established by regulations, and noted faults and violations of fire safety requirements to the company duty officer without delay, and to take steps to correct them;
- to awaken the personnel at reveille, and to promptly give commands in accordance with the daily routine at night in the event of an alert, a fire or departure on temporary duty;
- to see that interior spaces are clean and orderly, and demand that servicemen keep them clean;
- to not permit servicemen to go outside improperly dressed when it is cold, especially at night;
- to see that servicemen smoke and clean footwear and clothing only in areas or places reserved for this;
- to give the command "ATTENTION" when direct superiors from company commander and above and the regiment duty officer visit the company; to summon the duty officer when other company officers as well as the company first sergeant and servicemen of another company visit the company.

For example: "Company duty officer, your presence is required."

The orderly on duty is prohibited from sitting, removing his gear and unbuttoning his clothing.

Orderlies on the free shift must wear work clothing during cleaning of company areas, they must not go anywhere without permission of the company duty officer, and they must help him to restore order in the event of violation of the rules of interrelations between privates or NCO's of the company established by regulations; when acting in behalf of the company duty officer, to carry out his duties.

#### Mess Hall Duty Officer

361. The mess hall duty officer is appointed from among warrant officers and NCO's. The mess hall duty officer is subordinated to the unit duty officer and his assistant. The daily detail appointed to work in the mess hall and the cooks are subordinated to him.

362. At the established time the new mess hall duty officer appears for a briefing before the unit deputy commander for rear services, and in his absence, the chief of the food service.

Prior to posting, the new mess hall duty officer checks the composition of the detail, fills out the mess hall daily detail report and presents the detail for a medical checkup. After the checkup he accepts documents (Attachment 11), kitchen inventory and utensils on the basis of a list, checks the serviceability of cooking

appliances, distributes jobs among personnel of the mess hall detail and briefs them on safety measures.

The old and new mess hall duty officers report relief from and assumption of duty to the unit duty officer.

#### 363. The Mess Hall Duty Officer Is Obligated:

- to know the number of persons on rations and the ration schedule;
- to personally obtain food from the storeroom, to check its weight and quality, and when necessary, to summon the duty physician or paramedic;
- to monitor processing of the food, and see that only cooks process meat and fish and serve prepared food;
- to mandatorily be present when food is placed in the cooking pot, and observe that exact weights of everything required by the ration schedule are placed in the cooking pot;
- to be present when meat and fish are divided into portions, and to check their weight and that notes written in the Food Preparation Quality Control Record Book by the cook NCOIC (head cook) are correct;
- to not allow privates who had not undergone a medical checkup to work in the mess hall, and to see that the rules of hygiene are observed during work;
- to keep the mess hall clean and orderly, and to not allow personnel to eat in the mess hall in headgear, overcoats and special (work) clothing;
- to see that the tables are laid and bussed promptly, to check the quality of washing of dishes and kitchen utensils, and to not allow their removal from the mess hall;
- to not allow food to be served without the permission of a physician (paramedic) and permission for it to be served by the unit duty officer, to see that the food is distributed promptly and correctly, and that food is served to the subunits in precisely the right order;
- to require that food is stored in a clean place, and that it is safeguarded dependably;
- to set aside food to fill orders from company first sergeants or company duty officers, and to not allow its storage beyond the established time;
- to organize prompt waste disposal after food processing, and to see that territory adjacent to the mess hall is kept clean;
- to not allow food wastes to be removed from the mess hall by unauthorized persons who do not possess paid invoices;
- to not allow servicemen who are not on rations to eat in the mess hall without the permission of the unit duty officer;
- to ensure fulfillment of the requirements of fire safety and of safety when working with cooking appliances;
- to report all shortcomings to the unit duty officer or his assistant;
- when the mess hall is visited by direct superiors from regiment deputy commander and above, as well as by the regiment duty officer and his assistant, to introduce himself to them. For example: "Pan Colonel. Mess hall duty officer Warrant Officer Ivanenko";

- when work is finished for the night, to lead the daily detail back to the subunit, except for duty cooks, and to report to the unit duty officer.

#### **Aid Station Duty Paramedic (Medical Corpsman NCOIC)**

364. The aid station duty paramedic (medical corpsman NCOIC) is appointed from among junior medical personnel. He is subordinated to the unit duty officer, his assistant and the chief of the unit aid station. The aid station orderlies are subordinated to him.

The old and new duty personnel report relief from and assumption of duty to the aid station chief and the unit duty officer.

365. The aid station duty paramedic (medical corpsman NCOIC) is obligated:

- to remain in the aid station; when leaving on official business, to leave an aid station orderly in his place, and to tell him where he is going, and for how long;
- to know the number of patients at the aid station for inpatient treatment, the nature of illnesses, and the treatment and diet prescribed to each patient, and to fulfill the prescriptions of the physician;
- when summoned by the mess hall duty officer, to appear there to determine the quality of food served in the mess hall;
- prior to the start of outpatient reception, to pull the medical records of servicemen who signed up for consultation, and to take the temperatures of patients;
- when servicemen with sudden illness appear at the aid station, to render medical assistance to them and report to the aid station chief; when servicemen with signs of a beating appear, to report to the unit duty officer and the physician without delay;
- to respond to a summons from the company or unit duty officer to render assistance to a serviceman who has fallen ill, and in cases requiring the immediate care of a physician, to send the patient immediately to the aid station and report to the physician;
- to carry out medical checkups of persons returning from leave and temporary duty assignments, persons appointed to the mess hall detail, and drivers prior to a trip;
- to require the aid station orderlies to keep patients under observation and care for them meticulously;
- to monitor the quality of food for patients, to see that it is served promptly, and to ensure that the interior spaces of the aid station are cleaned and disinfected, that the proper temperature is maintained in them, and that they are promptly aired;
- when assuming duty, to sign for toxic and narcotic drugs and for the keys to the cabinets in which they are stored;
- after assuming duty, to present information to the unit duty officer on the number of patients at the aid station for inpatient treatment;
- when the aid station is visited by direct superiors from aid station chief and above, as well as by the unit

duty officer and his assistant, to introduce himself to them.

For example: "Pan Major. Duty paramedic Warrant Officer Kuzmenko."

After introducing himself, the duty paramedic reports the number of patients in the aid station and their condition to the visitor.

#### **Aid Station Orderly**

366. The aid station orderly is appointed from among medical corpsmen, and he is subordinated to the duty paramedic (medical corpsman NCOIC). If the aid station's table of organization does not foresee the position of an orderly, one of the recovering privates is appointed to be the aid station orderly.

He is obligated:

- to subject incoming patients to personal cleansing at the instructions of the duty paramedic (medical corpsman NCOIC) and under his observation;
- to receive the personal articles of patients and prepare them for disinfection;
- to attend to the needs of patients, and to serve them food and water;
- to keep interior spaces of the aid station clean;
- to see that proper internal order is maintained in the aid station.

#### **Unit Staff Duty Officer**

367. The unit staff duty officer is appointed from among warrant officers and NCO's of the unit administration, and he is subordinated to the unit duty officer, his assistant and the unit chief of staff.

The old and new duty officers report relief from and assumption of duty to the unit chief of staff and the unit duty officer.

368. The unit staff duty officer is obligated:

- to accept correspondence during off-duty hours;
- to receive and forward official telephone messages;
- to supervise messengers;
- to remain permanently in the headquarters area, keep it clean and orderly, and admit unauthorized persons into headquarters in accordance with the procedure established by the unit commander;
- when an alert is announced, to notify all officers, warrant officers and servicemen serving on a contract basis in the unit administration without delay;
- to keep watch over offices and store the keys to them;
- to see that the rules of stoking stoves are followed, and at the end of the work day, to conduct a fire safety inspection of unit headquarters areas;
- in the event of fire, to summon the firefighting team, to take steps to extinguish it and rescue staff documents and property subject to removal on priority, and to report this without delay to the unit duty officer and the unit chief of staff;



- upon arrival of the unit chief of staff, other deputies of the unit commander and superiors senior to them, as well as general and officers from another military unit at unit headquarters, to introduce himself to them.

For example: "Pan Major General. Unit staff duty officer Sergeant Ivanenko."

#### Firefighting Detail

369. The firefighting detail is appointed from the unit's firefighting team, which is comprised of the team chief, drivers (motor mechanics) and firefighting crewmen of numbers sufficient to handle the assigned fire trucks or other motor vehicles (pumpers), and fire sentries equal to the number of fire posts. The firefighting detail is subordinated to the unit duty officer and the team chief.

370. The firefighting detail is obligated:

- to ensure fulfillment of fire safety requirements in all subunits and on unit territory;
- to serve duty at fire posts in accordance with the list of posts of the guard;
- to ensure serviceability of fire extinguishing equipment at facilities;
- to verify fulfillment of fire safety requirements together with storehouse and depot chiefs and the motor pool duty officer before such facilities are closed, and to switch off the electric power networks, and when these rules are observed, to present fire counters to them;
- to report fulfillment of fire safety requirements in the unit to the unit duty officer at the time established by the list of posts of the guard;
- when a fire arises, to participate in its extinguishment.

A firefighting detail appointed from a non-T/O fire brigade carries out its duties at a time established by the unit commander.

The firefighting team is provided with the fire extinguishing equipment it needs, and servicemen serving in firefighting crews aboard fire trucks (pumpers) are provided with jackets and trousers made from special waterproof fabric, belts and steel helmets.

#### Duty Bugler

371. The duty bugler is appointed from among trained privates of the subunits, and he is subordinated to the unit duty officer and his assistant. He is obligated to remain in the area near the unit duty officer's room, and sound signals when so ordered by the unit duty officer or his assistant.

Technical signaling equipment may be used in place of a bugler to sound signals.

#### Chapter 8. Battle Alarm

372. A battle alarm is sounded by commanders (superiors) to whom the Ukrainian Minister of Defense has granted this right.

373. A unit battle alarm is sounded for the purposes of preparing for fulfillment of combat missions. In this case all unit personnel are called out with regulation armament, military equipment and other materiel.

374. The procedure by which a unit responds to a battle alarm is determined by a plan drawn up by the staff under the direct supervision of the unit commander, and it is approved by the senior commander. It must foresee:

- the person entitled to sound the alarm, the procedure for notifying the subunits, and the procedure for notifying and assembling servicemen living away from the unit;
- the duties of the unit duty officer and other persons of the daily detail;
- the unit assembly area, the subunit assembly points and the procedure by which personnel and equipment are brought to them;
- the unit concentration area and the subunit areas within it, as well as the start line (start point) and the unit's route and order of movement;
- the measures of comprehensive support to the unit;
- the organization of unit administration and communications in the event of a battle alarm, during travel and in the concentration area;
- the procedure for carrying the military unit's Colors;
- the procedure for issuing ammunition, food and other materiel, as well as for loading and conveying it to the concentration area;
- the organization of the traffic control service for the time of travel to the assembly and concentration areas.

375. A signal to assemble may be sounded for units and subunits for travel to exercises, to fight fire or to assist in recovery from natural disasters and carry out other tasks. In all cases assembly is sounded without sounding a battle alarm.

Assembly of a unit (subunits) is sounded by the unit commander or senior commander (superior). A single permanent signal is established in the unit for assembly.

The procedure by which units (subunits) assemble is determined by special instructions approved by the higher commander (superior). The instructions indicate the composition of the troops to be called out, the assembly areas (points), the order of notification of personnel and other matters.

In all cases when the signal to assemble is sounded, the personnel must act quickly and in organized fashion, observing camouflage and concealment.

376. All servicemen must firmly know the plan of the unit's response to a battle alarm, and the instructions for assembly of units (subunits) to the extent applicable to them.

## Chapter 9. Maintenance of the Health of Servicemen

### General Provisions

377. A serviceman must show concern for maintaining and improving his health. Deliberate damage to one's health is impermissible. The commander's (superior's) concern over the health of subordinates is one of his principal duties.

378. The health of servicemen is maintained through observance of public health regulations and the rules of hygiene, by implementation of preventive and epidemic control measures, and through constant medical surveillance over the health of the personnel.

379. In cases involving prevention or treatment of infectious diseases, the serviceman must strictly follow medical prescriptions even if they are against his wishes.

Every serviceman must strictly observe the rules of personal and social hygiene, toughen himself daily, and refrain from harmful habits.

380. During the cold time of the year the commander establishes measures to prevent chilling and frostbite among servicemen, and in the hot time of the year, measures to prevent overheating of the body, sunburns and heat stroke.

381. Fulfillment of the rules of personal hygiene includes:

- washing in the morning, to include brushing the teeth and rubbing the body down with cool water to the waist;
- washing hands before eating;
- washing before sleep, brushing teeth and washing feet;
- shaving and cutting hair and nails promptly;
- taking a bath once a week and changing underwear, bed linens, foot cloths and socks;
- keeping clothing, footwear and bedding clean.

All servicemen must be neatly combed.

382. The rules of social hygiene include: keeping sleeping places, toilets and other shared rooms clean; airing interior spaces regularly; keeping public places and the regimental area clean.

### Medical Examinations and Checkups

383. A medical examination is conducted in order to evaluate the physical development and health of servicemen not less than twice a year. It is organized by the chief of the unit medical service. Physicians—specialists from military medical institutions—are called in for medical examination.

Medical checkups are conducted as a means of keeping the health of servicemen under observation.

384. The following are subjected to medical checkups:

- all unit personnel—prior to preventive immunizations;
- all privates and NCO's—at the baths, prior to washing;
- servicemen whose work involves the possible effects of unfavorable factors—at times established for them;
- personnel of duty forces (shifts)—prior to assuming alert duty;
- persons working permanently in mess halls, at food storage depots and water supply facilities, and in baths and laundries, and medical corpsmen—once a week;
- participants of sports competitions—prior to competition;
- privates assigned to work in mess halls are examined by the aid station duty paramedic prior to posting of the detail;
- drivers—before leaving on a trip;
- NCO's and privates arriving in the unit for the first time, as well as returning from leave, temporary duty assignments and therapeutic institutions upon recovery—on the day of arrival in the unit, but prior to being sent to the subunits.

If necessary, after undergoing a medical checkup the returnees and new arrivals are subjected to personal cleansing, after which they are sent to their subunits, and if need be, they are placed in an isolation ward for medical observation and treatment.

The day, time, order and place of medical examination and checkup of personnel of the unit's subunits are announced in a unit order. Scheduling medical examinations and checkups for subunits on days off and holidays is prohibited.

385. The company first sergeant presents the company for medical examination and checkup.

All company officers and warrant officers are obligated to attend company medical examinations and checkups. They must communicate their observations of the health of subordinates to the physician.

386. The physician enters the results of medical examinations and checkups of company personnel in medical records. Servicemen requiring medical observation are put on record and periodically subjected to physical checkups.

Servicemen absent for some reason from a medical examination are sent to the unit aid station for this purpose at the first opportunity.

387. The chief of the unit medical service reports the results of medical examination of the unit's personnel and proposals on implementing necessary health improvement measures to the unit commander.

### **Preventive Immunizations**

388. Planned preventive immunizations are given to all unit personnel in accordance with an immunization calendar. In addition immunizations may be given on the basis of epidemic indications on orders from the senior commander (superior).

Servicemen may be excused from immunizations only on the basis of a physician's conclusion.

Immunizations are noted in the medical records and military service cards of the servicemen.

### **Therapeutic and Preventive Care**

389. A serviceman must not conceal his disease. When he falls ill, he is obligated to immediately report this to his immediate superior, and go to the aid station for medical assistance with his permission.

390. After being checked over by a physician (paramedic) depending on the nature of disease the patients are sent for treatment to the aid station or a therapeutic institution outside the unit (a hospital), or outpatient treatment is prescribed to them.

391. Officers, servicemen serving on a contract basis and servicewomen may undergo home treatment at the advice of a physician.

Permission to be partially or completely excused from official duties (training) due to illness is granted to servicemen by the unit physician, but for not more than 3 days. The unit physician submits a list of excused individuals to the unit commander.

Release of officers and warrant officers from official duties (training) and their return to work after illness are announced in a unit order.

392. When a patient with an infectious disease is discovered in the unit, the chief of the medical service immediately reports this to the unit commander and to the senior medical chief, takes aggressive steps to reveal, isolate and hospitalize patients, disinfect the subunits and place persons who had been in contact with patients under observation, and intensifies public health surveillance.

When necessary a unit is subjected to observation or quarantine; contact with the civilian population is prohibited or restricted, public gatherings and cultural measures are prohibited within the unit, and additional isolation wards are set up.

A serviceman is obligated to report cases of infectious diseases among persons living with him in the same apartment (residence hall room) up the chain of command, and to carry out official duties with the permission of the unit commander, on the basis of the conclusion of the chief of the medical service.

393. A serviceman may be ordered to appear before a medical board only by the unit commander at the advice of the chief of the medical service.

### **Outpatient Reception**

394. Outpatients are received at the aid station at times established by the daily routine.

Servicemen who suddenly fall ill or suffer injury are sent to the aid station immediately at any time of the day.

395. Privates and NCO's are sent to the aid station by the company duty officer under the command of the company medical corpsman NCOIC or a NCOIC appointed from among the patients; the Patient Record Book (Attachment 13), which is signed by the company first sergeant, is presented to the aid station duty officer not less than 2 hours prior to the beginning of outpatient reception.

The physician checks to see that all servicemen listed in the company Patient Record Book visit the aid station.

396. The physician makes the appropriate notations in medical records regarding the results of patient checkup, the nature of the assistance rendered and prescriptions, and he enters his conclusions in the Patient Record Book.

After receiving medical assistance, privates and NCO's return to the company under the command of the NCOIC. The team NCOIC gives the Patient Record Book to the company duty officer, who submits it to the company commander. The company first sergeant issues the appropriate instructions in accordance with the decision the company commander makes on the basis of the physician's conclusion in the Patient Record Book.

397. Privates and NCO's requiring a special diet are signed up for it by a unit order for a term of 3 months on the basis of a conclusion of the chief of the medical service.

### **Inpatient Treatment**

398. Patients undergo inpatient treatment at the aid station's infirmary for a treatment period of up to 14 days.

Servicemen are sent away from the unit for inpatient treatment on the basis of a conclusion of the physician by the unit commander, and when they require immediate assistance in the absence of a physician, they are sent by the aid station duty paramedic; this is reported simultaneously to the chief of the medical service and the unit duty officer.

399. Patients are delivered to the therapeutic institution by the duty ambulance under a paramedic's escort.

400. When sent away from the unit for treatment, servicemen must be dressed in clothing corresponding to the time of year, and possess a referral, medical record, an identity document, necessary personal articles and a

food voucher, and in addition when leaving the garrison for treatment, clothing and pay vouchers and travel documents.

401. The chief (commander) of the therapeutic institution (unit) is obligated to report all servicemen who leave the unit for inpatient treatment and who are discharged upon recovery on the same day to the commander of the unit from which the serviceman had come.

402. When a patient is discovered upon admission to have an infectious disease and when patients are admitted with signs of poisoning and injury, the chief of the therapeutic institution is obligated to immediately convey this information to the commander of the unit from which the patient (patients) had come, and additionally report the infectious disease to the nearest epidemiological institution.

403. Servicemen who fall ill during leave or while on temporary duty are referred for inpatient treatment by military commandants or military commissars.

Recovered servicemen are sent from the military or civilian hospital to the unit with the appropriate documents, which are surrendered to the company first sergeant upon arrival.

#### **Bath and Laundry Services**

404. Servicemen must bathe once a week, while cooks and bakers must additionally take a shower daily.

Servicemen involved in the operation and maintenance of combat and other equipment take showers as necessary.

Servicemen taking a shower are provided with soap, towels and disinfectant luffas.

The bathing time is determined with sufficient lead time.

405. The company goes to the baths under the command of the company first sergeant. Persons serving on a detail, persons who are absent for some reason, and persons who have returned from temporary duty and leaves are sent to the baths by the company first sergeant at another time under the command of the seniormost NCO.

406. In order to maintain order in the baths, a bath duty officer is appointed from among the NCO's and the necessary number of privates are appointed to clean the areas and disinfect them after each shift.

407. A duty paramedic is appointed to do a body check on the servicemen, to see that they follow the rules of personal hygiene, and to provide medical assistance while the personnel wash.

408. Clothes-washing procedures are established by the unit deputy commander for rear services.

Underwear, bed linens, towels, foot cloths and socks must be changed once a week, on bathing days, while

cooks and bakers change underwear not less than twice a week. Clean underwear, towels, foot cloths and socks are issued and dirty underwear is turned in right at the baths.

When necessary, underwear, towels, foot cloths and socks are changed more often.

409. Clothing, underwear and bedding are subjected to special processing on the basis of a special order of the unit commander.

#### **Personal Cleansing of Replacements**

410. Personnel arriving in the unit as replacements are accommodated in a separate area for 2 weeks. During time they are subjected to medical examinations and immunizations, and clothing and footwear are issued to them and fitted; replacements participate in combat training sessions.

A unit order designates the administrative staff in charge of the replacements.

411. The personal articles of the conscripts (clothing, underwear, footwear) are organized, packed and sent by the military unit to addresses of their choosing by free parcel post.

### **Part Three. Alert Duty and Features of Routine Garrison Duty in Motor Pools, When Troops Are Accommodated at Training Grounds, and During Travel**

#### **Chapter 10. Alert Duty**

412. Alert duty is defined as fulfillment of a combat mission. It is carried out by alert forces and equipment assigned from military units.

Alert forces and equipment are comprised of combat crews, the duty shifts of command posts, and combat support and service forces and equipment.

In the Navy, the equivalent to alert duty is combat service [boyevaya sluzhba], which is the highest form of maintenance of the combat readiness of naval forces in peacetime.

413. Alert duty is organized by the commander of the military unit. He is responsible for fulfillment of missions by alert forces and equipment.

Deputies of the military unit commander and service chiefs are responsible for the combat readiness, support and training of alert forces and equipment insofar as pertains to them.

414. The composition of alert forces and equipment, the degree of their combat readiness, the duration and procedures of serving alert duty, preparing the personnel, armament and military equipment for assumption of alert duty and their relief are determined by an order of the military unit commander in accordance with

requirements of these Regulations and orders and directives of the Ukrainian Minister of Defense and the chief of Main Staff of the Ukrainian Armed Forces.

415. Servicemen who have not taken the military oath, who have not completed the program of appropriate training in the established volume, and who have committed offenses that are currently under investigation, and patients are prohibited from alert duty.

Officers, warrant officers and servicewomen are granted rest during the week as compensation for days off that were unused in connection with alert duty.

416. Personnel are trained for alert duty on the basis of a plan approved by the military unit commander within the composition of subunits, combat crews and alert shifts prior to every assumption of alert duty.

This training is conducted under the supervision of the military unit commander or persons designated by him, with regard for the nature and volume of the missions, the peculiarities of the military unit and subunit and the time and place of alert duty; it is conducted in alert duty classrooms or specially prepared places, using training (combat training) equipment, apparatus, trainers, mock-ups and training aids.

Armament and military equipment is prepared beforehand.

All measures associated with training alert forces and preparing equipment culminate with an inspection of their readiness for alert duty. The inspection results are documented in an alert duty training log. The military unit commander issues alert-duty orders for assumption of alert duty.

417. The procedure for assuming alert duty is determined by orders of the Ukrainian Minister of Defense.

418. Assumption of alert duty is reported by the commander of the alert forces and equipment (operations duty officer, shift or crew chief, command post duty officer) to his immediate superior and to the higher command post.

The commander of the alert forces and equipment (operations duty officer, shift or crew chief, command post duty officer) is obligated to know the situation, to act boldly and decisively, to take responsibility for his decisions and to support fulfillment of the combat mission.

419. Separate and integrated training exercises (some of which are performance evaluation exercises) are conducted with the alert shift during the time of alert duty under the supervision of the commanders of the alert forces and equipment (operations duty officers, shift or crew chiefs, command post duty officers) and senior superiors.

In addition alert-duty personnel who are off alert duty undergo training in accordance with a schedule approved by the military unit chief of staff.

420. The commanders of alert forces and equipment are prohibited from giving orders to personnel that divert them from their responsibilities of alert duty, and which may cause failure of the combat mission.

Alert-duty personnel serving alert duty are prohibited:

- from delegating the responsibilities of alert duty to anyone, even temporarily, without the permission of the commander of the alert forces and equipment (operations duty officer, shift or crew chief, command post duty officer);
- from distracting themselves and engaging in matters not associated with fulfillment of their responsibilities of alert duty;
- from leaving a combat post or other place of alert duty without authorization;
- from doing work on armament and military equipment that reduces the level of readiness required of it.

In a military unit (subunit) from which alert forces and equipment are detailed, passes are issued to personnel and training, sports functions and mass-participation cultural measures are conducted in such a way that the alert-duty personnel could be reinforced at the established time.

421. The periodicity with which alert duty is inspected by officials is determined by orders of the Ukrainian Minister of Defense.

Alert duty is inspected by the military unit commander, his direct superiors or other persons instructed to do so, for which purpose a plan for inspecting alert duty is drawn up.

After an alert duty shift is served, the work of the personnel is critiqued and the status of alert duty is noted in an order of the military unit commander.

## **Chapter 11. Routine Garrison Duty in Motor Pools**

### **General Provisions**

422. The motor pool is defined as territory equipped for storing, servicing, repairing and making armament and military equipment ready for combat use.

There may be permanent and field motor pools.

**Permanent motor pools** are equipped at the permanent stations of units and at training grounds (in camps). In this case vehicles and other equipment are placed in locking storage buildings or beneath canopies, as well as on reliably fenced pads. An equipment inspection station is set up in the motor pool together with offices for the motor pool duty officer, a motor pool detail briefing and break room, a room for the equipment inspection station chief, a traffic safety classroom, a driver briefing room, a cleaning and washing point, a fuel point, a daily

technical maintenance area (point), a technical maintenance and repair point, other areas (places) for equipment maintenance and the necessary personal service rooms, and places for storage of armament and military equipment.

**Field motor pools** are organized when troops are temporarily stationed in the field. They are set up usually for each battalion (company).

The layout and equipment of motor pools should ensure swift and convenient exit of vehicles.

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[Text] 423. The motor pool territory is divided into sections assigned to subunits. The section boundaries are marked by signs. The territory of a permanent motor pool is fenced, vegetated, illuminated, and equipped with security equipment systems and with devices that ensure observance of the norms and rules of environmental protection.

All motor pool buildings, building gates and motor pool gates are numbered.

Responsibility for organizing routine garrison duty in the motor pool, for the proper maintenance and storage of armament, combat and other equipment, special structures and depots, for maintenance of cleanliness and for fulfillment of fire safety and nature protection measures is borne by the unit deputy commander for armament, and where one is not foreseen by the table of organization, by the motor maintenance service chief.

The responsibility for maintaining equipment, interior spaces and sections of motor pool territory assigned to subunits is borne by the subunit commanders.

Technical maintenance of armament and equipment is carried out each time after it returns from trips, and after a running (storage) time established by the standards. In addition armament and equipment is subjected to seasonal maintenance. Serviced armament and military equipment is placed in a parking area.

Armament and military equipment is inspected and serviced and motor pools are subjected to additional equipping and to improvement on days established by the unit commander.

424. Roads must be built (laid) to the motor pool and to areas within the motor pool and special structures, and the approach routes must be established precisely, and constantly maintained in a condition suitable for travel.

Directional signs, vehicle speed limits and other road signs are installed on all roads laid within the motor pool.

425. Vehicles are released from the motor pool on the basis of an order approved the day before by the unit commander. They must be in good technical condition and serviced, and drivers assigned to them must possess

an identity document and a driver's license. Drivers must have undergone a medical checkup prior to the trip, and received permission to take the trip. Drivers must possess filled-out transport work tickets signed by the unit deputy commander for armament (for technical affairs, the motor maintenance service chief) and bearing a note from the equipment inspection station chief indicating that the vehicles are in good working condition, and a note from the motor pool duty officer indicating the speedometer readings and the time of release from the motor pool.

The equipment inspection station chief checks the technical condition of vehicles released from the motor pool and returning to the motor pool.

426. The internal routine and the work schedule in the motor pool are announced in a unit order.

427. Personnel are admitted into the motor pool at a time established for work and training in the motor pool, only in formation and under the command of an NCOIC.

Officers and warrant officers of the same unit are admitted into the motor pool at a time established for work on the basis of their identity documents. NCO's and privates coming to the motor pool singly on official business are admitted into the motor pool on the basis of one-time passes signed by the unit deputy commander for armament (technical affairs) and the motor maintenance service chief.

Vehicle crews (drivers) arriving to pick up and take out vehicles are admitted into the motor pool upon presenting transport work tickets.

Access to vehicles and other equipment in the motor pool is permitted only to those persons to whom they are assigned.

Persons not belonging to the unit are admitted into the motor pool only with the permission of the unit commander and under the escort of a specially designated serviceman.

428. The procedures of storing and issuing ignition keys and the keys to vehicle hatches, motor pool areas and the motor pool gate must ensure that vehicles can leave the motor pool promptly, and they should preclude cases of their unauthorized use by personnel.

429. A motor pool duty officer, orderlies and a duty prime mover driver-mechanic (driver) are appointed in order to maintain internal order in the motor pool.

The orderlies are posted by the motor pool duty officer at the motor pool entrance, and during work, in the motor pool territory as well.

430. Permanent and field motor pools are guarded around the clock by a guard detail from which sentries are posted. When the motor pool is outfitted with

reliably operating security equipment systems, it can be guarded by a guard detail without posting sentries.

#### Motor Pool Duty Officer

431. The motor pool duty officer is appointed from among officers or warrant officers, while in a separate battalion he may be appointed from among warrant officers or NCO's. He is responsible for internal order in the motor pool and for the work of the motor pool detail. The motor pool duty officer is subordinated to the unit duty officer, and in matters of routine garrison duty in the motor pool, to the unit deputy commander for armament (technical affairs).

The motor pool orderlies and the duty prime mover driver-mechanic (driver) are subordinated to him.

432. At the appointed time the new motor pool duty officer appears before the unit deputy commander for armament (technical affairs) for a briefing.

After posting, the new motor pool duty officer accepts documents and property from the old duty officer, tours the motor pool territory and all motor pool areas together with him, and signs for the areas, storehouses, vehicles and other equipment parked in the open and beneath canopies.

He notes the shortcomings that cannot be corrected immediately at the time of assumption of duty in the duty relief and assumption book.

Relief from and assumption of duty are reported by the old and new duty officers to the unit duty officer.

433. The motor pool duty officer is obligated:

- to be present in the area reserved for him, leaving on official business with the permission of the unit duty officer, to communicate to the orderly of the free shift where he is going and for how long, and to leave him in charge;
- to carefully check the passes and identity documents of all persons entering the motor pool, and to note the times of arrival and departure from the motor pool on one-time passes; to surrender the passes to the technical affairs office after the shift;
- to allow persons authorized by unit order to open motor pool areas and storehouses, and to make notes of such action in the appropriate books;
- to personally give permission for vehicles to leave the motor pool and for vehicles to move within the motor pool;
- to maintain the vehicle departure and return log in the established format;
- to ensure prompt return of vehicles from trips to the motor pool, and in the event of their delay, to report to the unit duty officer;
- to see that property is carried out of (into) the motor pool in accordance with notations on the transport work ticket, and to make sure that unauthorized persons are not admitted into the motor pool and onto its territory;

- to see that the daily routine in the motor pool is fulfilled, and to know what jobs the personnel are doing in the motor pool; to prohibit work in the motor pool not associated with servicing and repairing vehicles and other equipment, or with equipping the motor pool;
- to constantly know the availability, expenditure and quantity of serviceable and unserviceable vehicles, other equipment and armament;
- to monitor the cleanliness and order in motor pool areas and territory, and observance of the rules of environmental protection;
- to see that stoves in motor pool areas and the water and oil heater are stoked promptly and properly, and that the required temperature is maintained in all areas in winter;
- to check whether water has been drained from engine cooling systems and "Drained Radiator" signs are hung in winter in the motor pool's unheated areas and in field motor pools; in severe frosts, to check that storage batteries have been removed from vehicles and "Storage Batteries Removed" signs are hung;
- to see that fire safety rules (Attachment 17) are followed, and to check for the presence and condition of fire extinguishing equipment, and of the fire alarm system, and the readiness of the duty prime mover in the event of a fire;
- to take steps to promptly subject vehicles and other equipment returning to the motor pool to technical maintenance;
- to see that vehicles are fueled only at the fuel points, observing the established rules;
- to not allow unfueled vehicles to be parked;
- to see that in the evening, after all work is done in the motor pool, the lights are switched off and only safety lighting is left on, and all light fixtures outside the motor pool are switched off;
- to check the presence and serviceability of locks and seals on the doors of motor pool areas (fenced pads) intended for storage of toxic technical fluids;
- when the motor pool is visited by direct superiors from unit deputy commander and above, as well as by the unit duty officer, to greet them and report to them.

For example: "Pan Major, no incidents occurred (or a certain incident occurred) in the motor pool during my time of duty. Motor pool duty officer Lieutenant Petrenko."

After reporting, the duty officer escorts the visiting commander (superior) through the motor pool area.

In the event that the visiting commander (superior) is greeted by and receives a report from the unit commander or his deputy for armament (technical affairs), the motor pool duty officer does not report, and only introduces himself.

434. The motor pool duty officer releases vehicles from the motor pool in accordance with procedures indicated in Article 425.

When a vehicle arrives at the motor pool and after its inspection by the chief of the equipment inspection station, the motor pool duty officer notes the time the vehicle was returned on the transport work ticket and in the vehicle departure and return log, and after the vehicle is completely serviced and fueled, he allows it to be placed in the parking area, following which he permits the crew (driver) to leave the motor pool.

435. In the event of a fire in the motor pool the motor pool duty officer immediately reports to the unit duty officer and takes steps to extinguish the fire, remove vehicles and rescue equipment and property.

436. The motor pool duty officer must possess: a map of the motor pool; a plan for moving equipment out when an alert or assembly is sounded; instructions on fire safety measures; samples of motor pool passes and seals (a stamp impression); instructions to the motor pool duty officer and orderly, and the duty prime mover driver-mechanic (driver); a list of motor pool property and equipment; the duty assumption and relief book; the vehicle departure and return log; the daily routine of the motor pool; samples of transport work tickets; the motor pool area and combat and frontline vehicle opening book; the ignition, vehicle hatch and motor pool area and gate key issue book; key cabinets (boxes); regulations, a clock, a thermometer to measure outside air temperature, and a first-aid kit.

437. After work in the motor pool is done, the motor pool duty officer checks that fire safety and environmental protection requirements are fulfilled and things are put in order in all motor pool areas and territory; he accepts motor pool areas, storehouses and armament and equipment stored on open-air pads and beneath canopies from the subunit commanders, and grants them permission to seal them, after which he additionally seals them with his own seal. After inspecting the motor pool together with persons of the firefighting detail and receiving a fire counter, he places the motor pool under the guard of the guard detail.

#### **Motor Pool Orderly**

438. The motor pool orderly is appointed from among privates or NCO's. he is responsible for observance of proper order in the motor pool and for correct release of vehicles from the motor pool and their admission into the motor pool. The motor pool orderly is subordinated to the motor pool duty officer.

439. The motor pool orderly is obligated:

- to admit servicemen into the motor pool and to release vehicles and other equipment from the motor pool and admit it into the motor pool only with the permission of the motor pool duty officer;
- to monitor cleanliness and order in the motor pool;
- to not allow smoking and fires in motor pool areas and territory, except in places specially reserved and equipped for this;
- to see that vehicles are placed in the parking area only with the permission of the motor pool duty officer;

- in the event of fire, to take immediate steps to extinguish it, and report this to the motor pool duty officer;
- to immediately report all violations of order in the motor pool to the motor pool duty officer.

440. The orderly on duty is posted at the motor pool entrance, while the orderly on the free shift remains on motor pool territory during the time that work is being done in the motor pool, and monitors internal order in the motor pool and observance of fire safety rules, and he goes nowhere without the permission of the motor pool duty officer.

#### **Duty Prime Mover Driver-Mechanic (Driver)**

441. The duty prime mover driver-mechanic (driver) is appointed from among the subunit driver-mechanics (drivers) and is responsible for constant readiness of the prime mover for immediate evacuation of armament and military equipment. He is subordinated to the motor pool duty officer.

442. The duty prime mover driver-mechanic (driver) is obligated:

- to constantly remain in the area reserved for persons on the motor pool daily detail;
- to know the rules and procedures of using the duty prime mover for evacuation of armament, equipment and property from motor pool areas;
- to see that armament and equipment towing and evacuation resources on the duty prime mover are present and in good working condition;
- to keep the engine of the duty prime mover at the required temperature so as to ensure that it starts quickly and surely at low temperatures;
- in the event of fire in the motor pool, to immediately prepare the prime mover for work, and to begin evacuating armament, equipment and other materiel when instructed to do so by the motor pool duty officer.

### **Chapter 12. Features of Routine Garrison Duty When Troops Are Located at Training Grounds and in Camps**

#### **General Provisions**

443. Troops go to training grounds and camps in order to raise the level of the personnel's field skills and reinforce their morale, aggressiveness and physical preparedness to fulfill combat missions under conditions as close to those of real combat as possible.

The procedures followed in moving troops to the training ground (camp) are determined by the combat training plan or an order of the senior commander (superior).

444. At a training ground (in a camp), routine garrison duty is organized in the unit and in its subunits in accordance with provisions of Part II of these Regulations, and this chapter.



The unit commander determines the daily routine, the schedule, the work time of officers, warrant officers and servicemen serving on a contract basis, the procedures for granting leave to privates and NCO's from the training ground (camp), and other rules of internal order, with regard for the tasks of the subunits related to raising field skills, for the features of their disposition and for the general rules established at the training ground (in camp) by the senior commander (superior).

445. When military units (subunits) are assembled together from different combined units (military units) at a training ground (in a camp) for a training camp session, a training camp chief and, when necessary, other officials are appointed to supervise routine garrison duty by order of the senior commander (superior).

The training camp chief carries out his duties in application to the general responsibilities of commanders; he is additionally obligated:

- to organize combat training for personnel of the subunits and units participating in the training camp;
- to maintain high military discipline and internal order among personnel of the training camp;
- to observe the rules of environmental protection.

The training camp chief is the direct superior of personnel of all training camp units (subunits).

446. A training camp duty officer, who fulfills duties in application to the responsibilities presented for a unit duty officer, is appointed to the daily detail by an order of the training camp chief.

447. The military unit and its subunits are accommodated at the training ground in buildings or in camps (in tents). When several military units or subunits from different combined units (military units) are accommodated together, the territories and buildings are distributed among them by the senior commander (superior) or the training camp chief.

Headquarters, aid stations, shops, depots and rear services (facilities) are located predominantly in buildings. Armament and military equipment are located in storehouses and beneath canopies, and when the latter are absent, covers or tarpaulins are placed over them.

448. The boundaries of the training ground (camp), beyond which personnel are prohibited, are announced in a unit order.

Outside persons may visit the training ground (camp) in accordance with rules established by the unit commander.

449. The rules of swimming by the personnel in open-air water basins are established by the unit commander. Swimming is limited to specially reserved and equipped places.

In order to observe order during swimming, to prevent water-related accidents and to provide medical assistance, a swimming area duty officer, a lifeguard duty team and a duty paramedic (medical corpsman NCOIC) are appointed.

During swimming, subunit commanders (team NCOIC's) and 50 percent of the personnel are obligated to keep swimmers under observation.

450. The territory of the training ground (camp) must be kept clean, and fire safety (Attachment 17) and environmental protection requirements must be fulfilled. Trash is collected and trucked daily to places coordinated with public health organs, not less than 3 km away from the boundaries of the unit area, with regard for the direction of prevailing winds.

Roads on the territory of the training ground (camp) must be kept drivable, and they must be equipped with road signs. Separate routes of travel coordinated with local government organs are established for tracked equipment. Travel on undesignated routes is prohibited.

#### Accommodation of a Unit in a Camp (in Tents)

451. When a unit is accommodated in a camp (in tents), the camp is laid out in accordance with instructions presented in Attachment 16.

A daily detail is appointed in accordance with Chapter 7 for routine garrison duty in the unit. Posting of the daily detail is carried out at a time established by the unit commander in front of the front lane, facing the field opposite the middle of the unit camp.

452. Four orderly shifts are appointed in the company: The duty shift is located on the front lane at the sentry shelter, the second stands guard over weapon storage buildings (tents), the third stands guard in the company area, and the fourth rests. The company orderlies fulfill duties in application to Article 360. Moreover orderlies are obligated to give voice commands to servicemen in tents and to orderlies of neighboring companies; to see that servicemen fulfill their natural urges in the place reserved for this.

453. The companies are formed at their front or side lanes for morning and evening inspection. In adverse weather the evening inspection may be conducted in tents when so ordered by the unit duty officer.

454. Evening inspection is conducted in response to a command of the unit (training camp) duty officer "BEGIN INSPECTION."

For evening inspection, the company duty officers approach the line and stand on the right flank of their companies, one pace in front of the orderly serving duty at the sentry shelter.

Subunits are formed by the company first sergeants on their front or side lanes in a two-rank formation.

Taps is sounded at the established hour.

After inspection, the company duty officers report presence of the personnel and absentees to the unit (training camp) duty officer.

455. When the weather is good during the day and when nights are warm, the orderlies lift the tent floors when so ordered by the unit (training camp) duty officer. In dry weather the camp lanes and roads and the paths between tents are sprayed with water.

#### Summoning of Duty Officers to the Line

456. Duty officers are summoned to the line when the camp is visited by:

- the President of the Ukraine;
- the Chairman of the Ukrainian Supreme Soviet;
- the Ukrainian Prime Minister;
- the Ukrainian Minister of Defense;
- all direct superiors from unit commander and above, as well as persons appointed to supervise a review (an inspection).

457. Duty officers are summoned to the line when so ordered by the unit (training camp) duty officer.

Duty officers are summoned to the line by way of orderlies posted on the lane, who transmit the command "DUTY OFFICERS, TO THE LINE" or "1ST COMPANY DUTY OFFICER, TO THE LINE."

The command summoning duty officers to the line is not transmitted between taps and reveille.

458. When duty officers are summoned to the line, they take their places facing the field:

- company (except left-flank company) duty officers—on the right flanks of their companies, one pace forward of the orderly on duty; the duty officer of the battalion's left-flank company—on the left flank;
- the unit (training camp) duty officer—in the middle of the unit, 10 paces forward of the front lane; his assistant—one pace behind the duty officer;
- the duty bugler, one pace behind the assistant unit (training camp) duty officer.

459. To greet persons indicated in Article 456 visiting the camp, the unit (training camp) duty officer goes to the flank of the unit from which the visitors are expected to come; when the indicated persons arrive, he reports to them and escorts them.

In the event that a visiting commander (superior) is greeted and receives a report from the unit commander, the unit (training camp) duty officer only introduces himself.

### Chapter 13. Features of Routine Garrison Duty During Troop Transport

#### General Provisions

460. Military units, subunits and detachments of larger size are organized into troop echelons for transport by rail.

For air transport, troop detachments are set up for each aircraft. A number is assigned to each troop echelon (detachment).

461. Personnel of a troop echelon (detachment) must know and observe the established rules of behavior and safety measures of troop transport.

A troop echelon chief, his deputy for combat support, a deputy for supply, a signal service chief and a physician (paramedic) are appointed to each troop echelon by an order of the military unit commander (superior).

A detachment chief is appointed in a troop detachment.

Persons in charge of rail cars (ship personnel compartments) are appointed by the commanders of subunits transported in them, or by the chief of the troop echelon, while aircraft cabin orderlies are appointed by the troop detachment chief.

The ranks and last names of the troop echelon (detachment) chief and the number of the troop echelon (detachment) are announced to all personnel.

462. The following are appointed for routine garrison and guard duties in a troop echelon:

- a troop echelon duty officer and his assistant;
- company duty officers (duty officers of corresponding subunits);
- rail car (ship personnel compartment, aircraft cabin) orderlies;
- a guard detail;
- a duty subunit;
- a duty bugler.

463. Personnel of a troop echelon (detachment) are prohibited:

- from interfering in the work of officials of military railroad and transport organs;
- from delaying a train (ship, aircraft) beyond the regulation standing time;
- from loading and unloading (leaving their seats in an aircraft) until the appropriate command or signal is transmitted, and from jumping into rail cars (onto a ship's deck) or out (off) of them when the train (ship) is in motion;
- from stopping a train with the emergency brake except in cases jeopardizing the safety of train travel or the lives of people;
- from writing on rail cars (ships) and from adhering and posting posters, slogans and flags;
- from indicating in letters and telegrams the name of the military unit and mentioning the movement, as

well as discussing this with unauthorized persons; from leaving letters, newspapers, papers etc. at places of loading and unloading and in rail cars (ship compartments, aircraft);

- from riding on rail car roofs, flatcars, brake platforms, in vehicle cabins and bodies and on tank turrets, from walking on electrified sections of railroad and, in addition, from touching metallic supports and grounding devices of the contact system and coming closer than 2 meters to a contact wire;
- from entering offices and the work areas of the ship's crew, and lifeboats; from climbing lock walls;
- from sitting or standing in the doorways of rail cars or on the side of a ship, and from resting against rail car door latches;
- from using nonregulation forms of lighting and heating in rail cars (ships);
- from fueling (topping off) equipment after loading;
- from walking on railroad tracks (port and airport territory) unnecessarily, from littering the area and from lighting campfires within station (port, airport) limits; from appropriating transportation without authorization;
- from throwing anything out of rail cars (ships) when standing and while in motion.

464. Unauthorized persons as well as cargo unrelated to the troop echelon may not be transported together with a troop echelon. Permission for travel of transportation officials with a troop echelon as well as troop detachments traveling in the same direction is granted by the railway military commandant. Dangerous cargo belonging to the echelon is conveyed in strict compliance with the requirements of standards effective in relation to the particular form of transportation.

465. A serviceman who falls behind a troop echelon (detachment) is obligated to appear before the railway commandant, and in his absence, the station (port, airport) chief, report (communicate) the reason for falling behind, indicate the number of the troop echelon (detachment), and act in accordance with instructions of the military commandant or station (port, airport) chief.

#### **Troop Echelon (Detachment) Chief**

466. The troop echelon (detachment) chief is subordinated to the military unit commander or to the person who formed the troop echelon (detachment), and to the railway military commandant. He is the direct superior of all personnel of the troop echelon (detachment).

467. The troop echelon (detachment) chief is obligated:

- to maintain the constant combat readiness of the troop echelon (detachment) during loading, transport, transloading and unloading;
- to conduct the loading, transloading and unloading of the troop echelon (detachment) in organized fashion and on time, and to put the loading- unloading point in order;
- to see that the persons in charge of rail cars (ship personnel compartments) receive removable military

equipment and surrender it at the unloading points, and safeguard it while en route;

- to ensure that the personnel comply with transport rules and safety measures, and that order is maintained while the train (ship) is standing;
- to organize comprehensive support, routine garrison and guard duty, and implementation of firefighting measures in the troop echelon;
- to organize surveillance over the state of equipment and the condition of its fasteners, and the dependability of enclosures for sentries and observers;
- to ensure the readiness of the troop echelon (detachment) for sudden unloading and travel on foot to a designated area, or around damaged transportation facilities for subsequent loading;
- to ensure that the transportation documents of the troop echelon (detachment) are filled out promptly;
- to establish the time of relief of the daily detail, to determine the order in which the personnel will take their meals, and to confirm apportionment of the food;
- to organize communications in the echelon and to appoint loading- unloading chiefs and the chiefs of other detachments;
- prior to the beginning of loading of the troop train (transport vehicle) to brief the personnel on fire safety rules and actions to be taken in the event of fire, and to check fulfillment of fire safety measures when setting up kitchens, stoves (heating and ventilation systems) and other fire-related equipment in rail cars (ship personnel compartments);
- to report the status of the troop echelon (detachment) to railway military commandants en route, and to present the route sheet to them;
- to ensure compliance with public health regulations in the echelon;
- to communicate the names of servicemen who have fallen behind to the railway military commandant, and if one does not exist, to the chief of the station (port, airport) at which they had fallen behind;
- when travel is disrupted by enemy action and when crashes, fires, avalanches, washouts and other incidents occur, to provide assistance to transportation organs in restoring disrupted movement;
- to place patients (casualties) in the troop echelon's isolation car (sleeper, compartment), and to leave those who are unable to travel further at the nearest military or civilian therapeutic institution; in the event of the death of anyone in the troop echelon (detachment), to transfer, to the nearest military or civilian hospital, the decedent's body together with his articles, documents, letters and money, as well as the money needed to send the decedent's body to the residence of relatives; the echelon chief reports (telegraphs) all cases of transfer of patients (decedents) to military or civilian therapeutic institutions to the military unit commander (chief) who formed the troop echelon, as well as to the patient's (decedent's) relatives or close acquaintances;
- to draw up documents jointly with workers of military railway and transport organs regarding spoilage or

loss of property in rail cars and ship compartments; to appraise the spoiled (lost) property in accordance with existing rates, and to pay for it by written order.

The chief of the troop echelon (detachment) has the right to use transport communication (telegraph, telephone, radio) resources free of charge for communication regarding movement and support of the troop echelon (detachment).

468. Problems concerned with transport are solved by the troop echelon (detachment) chief together with the military commandant, and if one does not exist, with the station (port, airport) chief.

469. When several troop echelons (detachments) travel in the same train (ship, aircraft), the chief of one of the troop echelons (detachments) is appointed as the person in charge in relation to the other troop echelons (detachments) by an order of the military unit commander or the military commandant, with the appropriate notations being made in the route sheets.

470. In the event that cars are unhitched from a troop train due to equipment malfunction, the troop echelon chief demands their replacement. When it is impossible to replace personnel and passenger cars, the personnel are accommodated temporarily in other cars of the train. When cars carrying equipment are unhitched, the crews (drivers, teams) remain behind with them, while when cars carrying other military property are unhitched, a guard detail remains behind under the charge of an officer. The personnel of unhitched cars containing equipment and the guard detail are provided with daily rations for not less than 10 days, not counting the time of travel of the troop echelon. After the equipment or property is transloaded into serviceable rail cars, they are rehitched to the troop train en route or travel to the unloading station of their military unit.

#### **Troop Echelon Deputy Chief for Combat Support**

471. The troop echelon deputy chief for combat support is subordinated to the troop echelon chief, and he is the direct superior of personnel of the duty subunit and of subunits of the troop echelon allocated for combat support.

472. The troop echelon deputy chief for combat support is obligated:

- to draw up, and report to the troop echelon chief, measures to safeguard and defend the troop echelon during the time of travel, and to ensure their implementation;
- to outline the procedures of using shelters available to personnel, armament and equipment in staging and assembly areas and at loading and unloading stations (points), and if necessary, to ensure preparation of new ones;

- to organize radiation, chemical and bacteriological (biological) detection, and if necessary, partial radioactive and gas decontamination of armament, equipment, rail cars or ship compartments occupied by personnel;
- to see that personnel of the troop echelon are provided with individual protective equipment;
- to organize traffic control and camouflage and concealment of armament and equipment in loading and unloading areas;
- to organize and monitor guard duty in the troop echelon and alert duty of air defense resources;
- to ensure fulfillment of fire safety measures;
- to foresee measures of combat support in the event that a transition to a march must be made.

#### **Troop Echelon Deputy Chief for Supply**

473. The troop echelon deputy chief for supply is subordinated to the troop echelon chief, and he is the direct superior of personnel immediately subordinated to him.

474. The echelon deputy chief for supply is obligated:

- to obtain all necessary documents from the headquarters of the military unit by which to obtain and account for food, clothing and related gear during transport;
- to ensure that food specified by the norms is acquired at the point of origin and is conveyed in the echelon, and that reserves are replenished en route;
- to ensure that food is of good quality and that every serviceman receives the normal ration; in the absence of kitchens in the echelon, to organize acquisition of hot food from military ration distribution points;
- to provide kitchens and cars occupied by people with fuel, water, inventory, utensils and fire extinguishing resources;
- to establish, together with the echelon physician, the apportionment of food products for preparation of hot food in the echelon's kitchens, and to submit it for approval to the echelon chief;
- to supply dry rations to personnel of unhitched cars carrying equipment and property;
- to organize proper use of the equipment of personnel cars, and the echelon's fire protection;
- to see that fire extinguishing resources and heating devices in cars (personnel ship compartments) are in good working condition;
- to organize bath and laundry services for echelon personnel.

#### **Company Commander**

475. The company commander is subordinated to his direct superiors and to the troop echelon (detachment) chief.

Besides fulfilling his direct responsibilities, as spelled out in Article 62 of these Regulations, the company commander is obligated:

- to prepare the company's personnel, armament, equipment and other property for transport, and to

distribute them among the rolling stock (ship compartments) in accordance with the loading plan;

- to instruct personnel in the rules of transport and safety measures, and to announce the number of the troop echelon (detachment), and the rank and last name of the troop echelon (detachment) chief;
- to assign personnel to the daily detail and to loading-unloading or other teams as instructed by the echelon chief, and to appoint stokers;
- to personally supervise loading, transloading and unloading of subunits, to ensure proper location, fastening and concealment of equipment and other military property, and to monitor its state while en route;
- to organize training sessions for subunit personnel;
- to ensure that the personnel observe military discipline and the established rules of transport, and that equipment in rail cars (ship compartments) is safeguarded.

#### **Rail Car (Personnel Ship Compartment) Person in Charge**

476. The rail car (personnel ship compartment) person in charge is obligated:

- to have a list of the personnel, to know the quantity of armament and other military property in the rail car (personnel ship compartment), and to check for its presence prior to departure;
- to check and accept rail car (personnel ship compartment) equipment prior to loading, and to surrender it whole and serviceable after unloading;
- to supervise loading, accommodation and unloading of personnel;
- to appoint rail car (personnel ship compartment) orderlies, to supervise their work, and to allocate servicemen to obtain food, water and fuel, and for various jobs;
- to ensure that military secrecy is maintained and that personnel observe discipline, internal order, uniform rules and safety measures;
- to not allow exit of personnel and removal of weapons, ammunition or other property from rail cars (personnel ship compartments) without the permission of the echelon chief, or prior to transmission of a command (signal);
- to not allow travel of persons and transport of cargo not belonging to the troop echelon in the car (personnel ship compartment) without permission;
- to see that a normal temperature is maintained in the rail cars (personnel ship compartments) and that fire safety rules are observed; in the event of a fire in the rail car, to take all steps to extinguish it, and to transmit signals to stop the train; aboard a vessel, to report to the troop echelon duty officer simultaneously with extinguishing the fire;
- when preparing to unload, to distribute the personnel's gear to them, halt stoking of stoves and put them out;
- to report servicemen who fall ill and fall behind as well as damage to or loss of weapons, other military

property and rail car (personnel ship compartment) equipment and other incidents to the subunit commander and to the troop echelon duty officer.

#### **Troop Echelon Duty Officer**

477. The troop echelon duty officer is appointed from among officers, and he is subordinated to the troop echelon chief and the commander of the conveyed military unit. The daily detail and the persons in charge of the rail cars (personnel ship compartments) are subordinated to him.

478. In his work the troop echelon duty officer follows the guidelines for responsibilities of the unit duty officer.

**In addition he is obligated:**

- to see that equipment and other military property is placed under the protection of the guard detail by the subunit commanders;
- to check the presence of personnel, the work of the daily detail, and the readiness of the duty subunit, and to see that the personnel observe fire safety rules;
- to see that order and discipline are maintained in the troop echelon, that transport rules are observed, and that military and transport property is safeguarded;
- to announce to subunit commanders and rail car (personnel ship compartments) persons in charge the stops at which exit of personnel is prohibited, when so instructed by the troop echelon chief;
- to ensure organized acquisition and distribution of hot food, water, fuel and lighting equipment en route;
- to keep unauthorized persons away from the troop train, except for transport workers whose responsibilities include servicing the trains (ships).

#### **Company Duty Officer**

479. The company duty officer is subordinated to the troop echelon duty officer and his assistant, and in matters of routine garrison duties in the company, to the company commander and first sergeant. The orderlies of rail cars (personnel ship compartments) in which company personnel are traveling are subordinated to him.

480. The company duty officer fulfills the duties foreseen in Article 358. In addition, when so instructed by the company commander and with the permission of the troop echelon duty officer, the company duty officer must check the condition of fasteners and concealment of equipment and other military property at stops, correct shortcomings, and report this to the company commander and the troop echelon duty officer.

#### **Rail Car (Personnel Ship Compartment, Aircraft Cabin) Orderly**

481. The rail car (personnel ship compartment, aircraft cabin) orderly is subordinated to the company duty officer and the rail car person in charge, and where they do not exist, to the chief of the troop detachment.

482. The rail car (personnel ship compartment, aircraft cabin) orderly carries out duties in application to Article 360.

In addition, he is obligated:

- prior to loading personnel into a personnel car or unloading them from it, to deploy the step-ladder (collapsible steps) and set the door latch in its proper position;
- to check for the presence of people after loading, and report to the rail car (personnel ship compartment) person in charge or troop detachment chief;
- to not allow personnel to exit the rail car (personnel ship compartment) before a prearranged command or signal is transmitted, and if they are not in uniform;
- to monitor stoking of stoves and compliance with fire safety rules, and to see that water is present in barrels and buckets; prior to unloading, to halt stoking of stoves and put them out;
- to clean the rail car (personnel ship compartment, aircraft cabin);
- to see that equipment and inventory is safeguarded;
- to be alert for signals and commands from the troop echelon (detachment) chief and the troop echelon duty officer;
- to not allow personnel to lean out of the rail car, rest against the door latch, stand exterior to it in the doorway, and sit or stand in the rail car's doorways;
- to see that the doors indicated by the troop echelon chief in the rail car are opened;
- to not allow personnel to throw trash, food scraps and so on out of the rail car (personnel ship compartment) in unauthorized places.

#### Attachments

**Attachment 1. Statute on Procedures for Taking the Military Oath (approved by a ukase of the Presidium of the Ukrainian Supreme Soviet dated 14 November 1991)**

1. Every Ukrainian citizen takes the military oath of allegiance to the Ukrainian people on an individual basis and affirms it with his own signature upon entering military service.
2. Taking the military oath obligates servicemen to bear the full volume of responsibility for fulfilling their official duties.
3. All categories of servicemen take the oath after they study the basic provisions of Ukrainian military legislation, their rights and their responsibilities according to military regulations.

**The military oath is taken:**

a) by privates and seamen arriving as replacements and by cadets and students of military educational institutions (schools) who had not previously taken the oath—after completing the corresponding program and assimilating the basic responsibilities of a private (seaman), but not later than 1 month from the day of arrival in the

military unit—under the supervision of the unit military commander or military educational institution chief.

Persons with a military service obligation who had not formerly taken the oath and servicewomen—after induction into the service.

Persons with a military service obligation who are registered to military units and who had not taken the military oath previously take it not later than 5 days after arriving in the unit, during their training period.

When mobilization is announced, all servicemen who had not taken the military oath in peacetime take it upon arriving in the military unit.

4. The day on which the military oath is taken is a holiday for the military unit.

5. The time and place for taking the military oath are determined by an order of the military unit commander, and announced to all the personnel.

6. Parents and relatives of servicemen taking the military oath and guests may be invited to the military oath-taking ritual by a decision of the military unit commander.

7. Servicemen come to the place where they will take the military oath in their dress uniform, and in wartime in their field uniform and armed.

8. At the appointed time, the military unit forms up into a line of company (platoon) columns beside the Colors to the accompaniment of a band. Persons who will be taking the oath are in the first ranks.

9. The military oath-taking ritual is opened by the military unit commander with a short speech, in which he recalls the significance of the oath to conscientious and selfless service to the people of the Ukraine.

After his explanatory speech the military unit commander orders the subunit commanders to begin the oath-taking procedure.

The subunit commanders call each serviceman out of the formation one at a time. Facing the formation, the serviceman reads the text of the military oath, after which he signs the roster with his own hand in the column next to his name, and returns to his place in formation.

10. Rosters of persons taking the military oath are prepared beforehand on the basis of a regulation format of the Ukrainian Ministry of Defense.

11. After the military oath is taken, the rosters bearing the signatures of the personnel who had taken it are presented to the military unit commander by the subunit commanders.

The military unit commander congratulates the privates (seamen, cadets, students, reservists) on taking the military oath, and the entire unit on receiving the new replacements. After this the band plays the Ukrainian National Anthem.

After the anthem is played, the military unit marches in review.

In adverse weather the military oath is taken indoors.

12. Servicemen who had not taken the military oath for some reason on the scheduled day, do so on subsequent days individually at unit headquarters under the supervision of the military unit commander.

13. The rosters of persons who had taken the military oath are kept in a separate file at the military unit's headquarters. The rosters are numbered, bound and sealed with sealing wax.

14. The military unit chief of staff affixes the notation "Military oath taken (year, month, day)" on the serviceman's military service card (identity document) and service record card. After an established time the rosters are surrendered into the archives.

15. The responsibility for fulfilling this Statute and for storing the rosters of servicemen who had taken the oath is borne by the military unit commander.

16. As regards officers who adopted Ukrainian citizenship, the military unit commander designates a date and time for them to take the military oath.

## **Attachment 2. Procedure for Presenting the Colors and Orders to Military Units**

### **General Provisions**

1. Colors are presented to divisions, brigades, regiments, separate battalions, artillery battalions, air squadrons, training units, naval shore units and military educational institutions.

Colors are not presented to large strategic formations and to technical, rear services, security and maintenance units, or to military construction and other similar military units, except in the case of large strategic formations and units that had been awarded orders of the Ukraine.

In certain cases, when the necessary conditions for storing and maintaining the Colors cannot be ensured because of the conditions under which the military unit is stationed, the conditions of its operational use and other reasons, Colors need not be ordered or presented to such a military unit by a decision of the chief of Main Staff of the Ukrainian Armed Forces.

2. Every military unit can possess only one set of Colors of regulation design. Commemorative banners are stored in the military unit as relics together with the Colors of the military unit and are brought out together with them

for solemn meetings dedicated to holidays and ceremonial events. In special cases, and when the military unit is disbanded, these banners, as well as banners presented by local, public and other organizations, are surrendered for storage with a short written history with the permission of the chief of Main Staff of the Ukrainian Armed Forces.

### **Procedure for Presenting Colors to a Military Unit**

3. Colors are presented to a military unit upon its formation in the name of the President of the Ukraine by a representative of the Ukrainian Ministry of Defense or by another commander (superior) instructed to do so by the Ukrainian Minister of Defense.

The Certificate of the President of the Ukraine is issued to the military unit at the time the Colors are presented to it.

4. For presentation of the Colors, the military unit is formed with weapons in accordance with the inspection procedure established by the Ukrainian Armed Forces Drill Regulations.

When the Colors are presented in combat conditions, the procedure for forming up the military unit is determined with regard for the combat situation.

5. The military unit commander appoints a color bearer and two assistants from among warrant officers or officers, predominantly from among order and medal recipients and outstanding soldiers of combat training, and a color platoon to carry the Colors to the place where the unit is to form up, and places them at the disposal of the superior presenting the Colors.

6. At the appointed time the color bearer carries out the covered Colors and marches three paces behind the superior presenting the Colors to the place where the military unit is forming up. At this time the color bearer rests the Colors on his left shoulder in the position indicated in the Ukrainian Armed Forces Drill Regulations; the assistants march abreast of the color bearer and to his right and left.

When the person presenting the Colors comes within 40-50 paces of the formation, the military unit commander gives the command: "Regiment, to the Colors, ATTENTION, dress RIGHT (LEFT, CENTER)." If the regiment is armed with carbines, he commands: "Regiment, to the Colors, ATTENTION. For reception from the right (left of front), present ARMS." The band plays the "Welcoming March."

7. Having given the command, the military unit commander salutes, approaches the person presenting the Colors, stops two or three paces before him and reports:

"Pan Major General. 1st Motorized Rifle Regiment is formed up for presentation of the Colors. Regiment commander Colonel Kovalenko."

At the moment the regiment commander stops to report to the person presenting the Colors, the band stops playing. The color bearer stands the Colors vertically beside his right leg, holding them beside his leg with his right hand lowered in a relaxed position, in accordance with requirements of the Ukrainian Armed Forces Drill Regulations.

8. Upon receiving the report, the person presenting the Colors stands before the middle of the formation, greets the military unit and approaches the color bearer. As the person presenting the Colors approaches the color bearer, he dips the Colors down and holds them horizontally with both hands. The person presenting the Colors removes the cover and unfurls the Colors. Then the color bearer raises the Colors to a vertical position, steadies them with his right hand, and turns to face the formation.

The person presenting the Colors reads the Certificate of the President of the Ukraine, after which he presents the Colors and the Certificate to the military unit commander. The band plays the Ukrainian National Anthem.

9. Having received the Colors and Certificate of the President of the Ukraine, after the band finishes playing the Ukrainian National Anthem the military unit commander transfers the Colors back to the color bearer and gives the command: "Color bearer, behind me, forward MARCH." When the color bearer hears "forward" he rests the Colors on his left shoulder.

The military unit commander and, three paces behind him, the color bearer with the Colors and the assistants march to the left flank of the formation, after which they pass along the front (10-15 paces from the formation) to the formation's right flank. On reaching the right flank the military unit commander orders the color bearer and assistants to return to the place designated for them in the formation. The band plays the "Reception March" from the moment the color bearer begins to move and until he stops in formation. The military unit greets the Colors with an extended "Hurrah."

When the color bearer takes his position the military unit commander signals the orchestra to stop playing, marches to the middle of the formation and stops facing the person presenting the Colors; then the command "At ease" is given on his instructions, and if the regiment had carbines in the "present arms" position, he first gives the command "Regiment, order ARMS."

10. The person presenting the Colors congratulates the military unit on receiving the Colors, and the unit responds to the congratulations with three extended "Hurrahs." After this the military unit commander says a few words in response.

11. In conclusion the military unit passes in review in front of the person who presented the Colors. After passing in review, the military unit forms up once again, and the Colors are taken to their place of storage.

12. A military unit order announcing receipt of the Colors, determining the place of storage of the Colors and appointing the color bearer, assistants and the color platoon is published.

13. The position of the Colors in formation and the procedures for bringing them out and returning them are determined by the Ukrainian Armed Forces Drill Regulations, and the procedures of safeguarding them are determined by the Manual of Garrison and Guard Duties of the Ukrainian Armed Forces.

#### **Procedure for Presenting an Order to a Military Unit**

14. A Ukrainian order is presented to a military unit by the commanders (superiors) indicated in Paragraph 3 of this Statute, or by other persons so instructed by the President of the Ukraine.

15. For presentation of an order, the military unit is formed up with weapons in accordance with the inspection procedure established by the Ukrainian Armed Forces Drill Regulations.

16. Upon receiving the report from the military unit commander and greeting the personnel, the person presenting the order stands in front of the middle of the formation.

The military unit commander gives the command: "Color bearer, front and center, forward MARCH." In response to this command the assistant (deputy) chief of staff, who has taken a position two paces in front of the Colors, commands: "Behind me, forward MARCH," and approaching the person presenting the order, faces the color bearer and assistant toward the formation and stands to the right of them.

After this the person presenting the order reads to the formation the Ukase and Certificate of the President of the Ukraine awarding the order to the military unit. Then he gives the Certificate to the military unit commander and secures the order to the unit Colors. The band plays the Ukrainian National Anthem. After the band finishes playing, the person presenting the order congratulates the military unit on receiving the state award. The military unit responds to the congratulations with three extended "Hurrahs." The military unit commander says a few words in response.

17. After his response the military unit commander commands: "Color bearer, behind me, forward MARCH." On giving the command, the military unit commander, the assistant (deputy) chief of staff three paces behind him, and the color bearer with the Colors and the assistants two paces further back march to the left flank of the military unit, and then along the front (10-15 paces from the formation) to the right flank of the military unit, where the assistant (deputy) chief of staff, the color bearer and the assistants take the place designated to them in the formation.



The band plays the "Welcoming March" with the beginning of movement and until the color bearer stops in formation. The military unit greets the Colors with an extended "Hurrah."

In conclusion the military unit passes in review before the person who presented the order.

18. If a military unit receiving the order does not possess Colors, the Colors and the order are presented simultaneously in accordance with the procedure indicated in this Statute. In this case the Ukase and Certificate of the President of the Ukraine awarding the order to the military unit are read after reading of the Certificate of the President of the Ukraine awarding the Colors.

19. An order of the Ukraine awarded to a military unit is secured to the Colors in order of the order's seniority, on the color cloth.

The first order is secured 15 cm from the top edge of the color cloth and 10 cm from the staff, while the rest of the orders are secured along the staff from the top down, 5-10 cm apart.

When necessary, holes are punched into the color cloth and reinforced with silk to permit attachment of orders to the Colors.

#### **Procedure for Transferring Colors, Orders and Honorary Name Designations When Military Units Are Reorganized**

20. The Colors stay with a military unit for all time, regardless of change in the unit's designation and number.

When a military unit is reorganized such that its designation or number changes, these changes are entered into the Certificate of the President of the Ukraine by the higher commander (superior) and affirmed with a seal.

21. To preserve the traditions of military units and the memory of their services, their Colors, orders and honorary name designations may be transferred to other military units.

Orders, honorary name designations and the naval flags of ships subject to decommissioning from the navy due to their technical condition may be transferred to newly commissioned ships on the condition that part of the personnel from the ships to be decommissioned are transferred to the crews of the new ships.

The issue of transferring the Colors, orders and honorary name designations to a new military unit, and orders, honorary name designations and the naval flag to newly built ships, is examined by the Main Staff of the Ukrainian Armed Forces simultaneously with resolving the issue of reorganizing the military unit or when forming the crew of the new ship, and it is documented in accordance with the established procedure.

22. In order to preserve the memory of servicemen entered in perpetuity or as honored soldiers on the

rosters of military units (ships) by orders of the Ukrainian Ministry of Defense for their acts of heroism, in the event that a military unit is disbanded or a ship is decommissioned from the navy, their names may be entered in order of priority on the rosters of other military units and ships, in accordance with the procedure for transferring orders, honorary name designations and naval flags.

In this case the names of servicemen are entered on the rosters of military units and ships in perpetuity or as honored soldiers by an order of the Ukrainian Minister of Defense.

#### **Procedure for Storing and Maintaining the Colors**

23. The Colors of a military unit must be located:

- when the military unit is accommodated in barracks and when located in population centers—inside the unit headquarters;
- in military units serving alert duty—at the military unit's command post;
- at a training ground when the military unit is encamped (accommodated in tents)—on the line of the first row of tents, in the center of the military unit's disposition, under a special canopy;
- at exercises—at a place indicated by the military unit commander.

The Colors of a combined unit are stored as directed by the commander of the large unit, usually with the best military unit together with the Colors of that military unit.

Storing the Colors of several small military units of a combined unit located in the same military installation together is permitted.

24. The Colors must always be under the guard of a guard detail, and when they are brought out to the military unit, under the guard of the color platoon.

25. The Colors are stored at their station together with orders and order ribbons, furled and covered, and sealed with the military unit's wax seal; they must be stood vertically in a banner bipod (a stand with holes to hold the staff).

When the military unit is accommodated in barracks, the Colors may be stored unfurled in a sealed glass cabinet.

The money box may be kept under guard together with the Colors at the Colors post.

26. When the military unit undergoes a transport movement, a separate motor vehicle, rail car, compartment or airplane (cabin) is allocated to the Colors. The color bearer, assistants and a guard detail travel together with the Colors; the money box and the box containing secret documents may also be carried.

27. The military unit chief of staff is directly responsible for proper storage and maintenance of the Colors.

He is obligated:

- to systematically check the work of sentries at the Colors post, personally or through his deputy and assistants;
- to inspect the colors not less than once a month;
- to maintain a log, noting in it the time of inspection, shortcomings discovered during inspection of the Colors, and measures taken to correct them, reporting this to the military unit commander.

28. The Colors are inspected by the chief of staff in the presence of the color bearer, assistants and officer of the guard. The chief of staff orders the Colors to be unfurled for inspection. At this time the number and condition or orders, the condition of the color cloth and the serviceability of the cover, staff and tip are checked.

When the inspection is completed, the chief of staff orders the Colors to be furled. The color bearer lowers the Colors to a horizontal position, making sure that the color cloth does not touch the ground (floor), and the assistant grasps the corners of the color cloth and pulls it gently. Slowly rotating the staff, the color bearer and the other assistant furl the color cloth facing inward, making sure that there are no folds.

When the color cloth is furled, the assistants put the cover over the Colors, the chief of staff seals them with the seal, and after this puts the Colors under the guard of the guard detail.

29. When the Colors are brought out to the military unit and returned to the guard detail, they are unfurled and furled by the color bearer and assistants under the immediate observation of the chief of staff or his assistant (deputy), as indicated in Paragraph 28.

30. The color cloth of the Colors is dried outdoors in the shade, or indoors. During drying, the Colors are guarded by the color bearer and an assistant.

#### **Surrender, Replacement and Repair of the Colors**

31. When a military unit is disbanded, the Colors and the Certificate of the President of the Ukraine are sent in secret to the Main Staff of the Ukrainian Minister of Defense together with a short written history. Orders are sent to the personnel directorate of the Ministry of Defense.

32. Colors which have suffered considerable damage or which have become so worn with time that their repair and restoration are impossible are subject to replacement.

In order that the decision to replace or repair the Colors can be made, the Colors are inspected by a specially appointed commission of the higher staff, with the participation of the military unit chief of staff. All defects of the Colors, the circumstances under which they arose and the conclusion of the commission to replace the Colors or repair them in place are indicated

in an inspection document. The Colors inspection document is approved by the chief of Main Staff of the Ukrainian Ministry of Defense, who makes the decision to replace the Colors or make repairs.

In compliance with the a decision to replace the Colors, the military unit commander submits an order to manufacture new Colors, which is sent together with the approved inspection document to the clothing supply directorate of the Ukrainian Ministry of Defense.

New Colors manufactured by the clothing supply directorate of the Ukrainian Ministry of Defense are sent to the military unit in accordance with the established procedure.

After the new Colors are received, the old Colors are sent together with a short written history to the Main Staff of the Ukrainian Ministry of Defense.

33. Repair of the color cloth of the Colors by manpower and resources of the military unit is prohibited. Only extremely necessary repair of the staff and tip is permitted.

If it becomes necessary to repair the color cloth of the Colors, the military unit commander submits a petition up the chain of command requesting that the color cloth of the Colors be sent to a special shop. After permission is received, the color cloth is sent to the shop in accordance with the established procedure.

Surrender of the color cloth and its repair are documented.

#### **Attachment 3 to Article 27. Ranks in the Ukrainian Armed Forces**

Army	Navy
<b>Enlisted personnel</b>	
Private	Seaman
<b>NCO and petty officer personnel</b>	
Junior sergeant	Petty officer 1st class
Sergeant	Petty officer 2d class
Senior sergeant	Chief petty officer
Master sergeant	Master chief petty officer
<b>Shore-based and seagoing warrant officers</b>	
Shore-based warrant officer	Seagoing warrant officer
Senior shore-based warrant officer	Senior seagoing warrant officer
<b>Junior officers</b>	
Junior lieutenant	Junior lieutenant
Lieutenant	Lieutenant
Senior lieutenant	Senior lieutenant
Captain	
Captain lieutenant	

#### Senior-grade officers

Major	Captain 3d rank
Lieutenant colonel	Captain 2d rank
Colonel	Captain 1st rank

#### General officers and admirals

Major general	Rear admiral
Lieutenant general	Vice admiral
Colonel general	Admiral

General of the Ukrainian Army

#### Attachment 4 to Article 13. Rights of Servicemen (From the Ukrainian Law "On Social and Legal Protection of Servicemen and Their Families")

##### Article 5. Ensuring the Civil Rights and Freedoms of Servicemen

Military servicemen who are Ukrainian citizens serving on Ukrainian territory take part in all-Ukrainian and local referendums, and elect and may be elected to soviets of people's deputies and other elected state organs in accordance with the Ukrainian Constitution. The provisions of the Ukrainian Law "On Election of the Ukrainian President" apply to them.

Servicemen who are nominated as candidates for people's deputies must be provided the appropriate conditions for exercise of this right by their commanders (superiors).

Servicemen elected to soviets of people's deputies or appointed to organs established by these soviets remain in military service, and they retain the status of servicemen. Servicemen who are people's deputies and who are released from official duties in connection with election to organs of the corresponding soviets of people's deputies, and who have not expressed a desire to be discharged into the reserves, are assigned on temporary duty to these soviets while remaining in military service, in accordance with a procedure established by the Ukrainian Cabinet of Ministers. The time of work in soviets or in their organs is included in the total and continuous time of military service. After the term of office in the soviet of people's deputies and in its organs expires, the serviceman returns to the military formation in which he served prior to being elected, where he continues serving in a position not below that which he occupied prior to being elected to an elective position in the soviet of people's deputies.

Servicemen have the right to establish their own public associations in accordance with Ukrainian legislation. Servicemen may not be members of any political parties or organizations and movements. Organization of strikes by servicemen and their participation in them are not permitted.

Servicemen have the right to appeal unlawful actions by military officials and organs of military administration in court.

Servicemen have the right to travel abroad equal to that of all Ukrainian citizens.

##### Article 6. Freedom of Conscience

Servicemen have the right to profess any religion or profess no religion, to conduct religious rites and to openly express and freely disseminate their religious or atheistic convictions.

No one has the right to hinder servicemen from satisfying their religious needs.

Persons whose religious convictions bar them from compulsory military service are granted the right to alternative service in accordance with the Ukrainian Law "On Alternative (Labor) Service."

##### Article 7. A Serviceman's Inviolability

A serviceman is guaranteed personal inviolability. He may not be arrested other than on the basis of a court sentence or with the sanction of a procurator, or an order of a commander, in accordance with the Disciplinary Regulations of the Ukrainian Armed Forces.

##### Article 8. Basic Rights of Servicemen Associated With Service

1. Use of servicemen to carry out tasks not associated with military service is prohibited. Servicemen may be called in for relief efforts following accidents, catastrophes, natural disasters and other individual cases only by decision of the Ukrainian Supreme Soviet.

The time Ukrainian citizens are in military service is included in their total and continuous time of work, as well as in their time of work in a particular specialty.

Servicemen are guaranteed the freedom of scientific, technical and artistic creativity.

Servicemen may not engage in entrepreneurial activity.

In the event that a serviceman temporarily occupies a higher command position, he receives pay for the occupied position in accordance with the established procedure.

2. Servicemen other than those serving their compulsory term may not be retired from military service until they acquire the right to a retirement pension, except in cases when their service is terminated at their own desire, in connection with health, with completion of the term of a contract or failure to satisfy its conditions, with systematic failure to fulfill the requirements of military regulations, with a reduction in forces, and in the event of imprisonment by a court sentence.

3. Compulsory-term servicemen who worked prior to call-up at enterprises and in institutions and organizations, irrespective of their form of ownership and management, retain the right, upon discharge from military service, to employment, within 3 months' time, at the

same enterprise and in the same institution or organization, or their successors, at a position not below that which they occupied prior to being called up for military service. They are provided material assistance equal in amount to their monthly wages out of the state budget. For a period of 2 years from the day of discharge from military service, under otherwise equal conditions they enjoy a preferential right to remain at work when the work force is reduced in connection with changes in the organization of production and labor.

Compulsory-term servicemen whose families lost their breadwinner and have no other employable members and family members with an independent income are granted early discharges from military service.

4. Employment of persons discharged from military service without the right to a pension is ensured in accordance with Ukrainian employment legislation.

5. The state assists in the social and occupational adaptation of servicemen who are discharged in connection with a reduction in forces or due to health, as well as of compulsory-term servicemen who had not managed to find employment prior to call-up.

[22 May 92 pp 1-3]

[Text]

#### Article 9. Financial Security of Servicemen

The state guarantees material and other support to servicemen in the amounts that stimulate the interest of citizens of Ukraine in military service.

Servicemen receive monetary support from the state and also clothing and food rations or monetary compensation instead of them based on the serviceman's desire.

Monetary support is determined depending on position, military rank, skill, scientific degree or scientific rank, duration and conditions of military service.

The procedures and amounts of monetary and material support of servicemen and compensation instead of clothing and food rations are established by the Ukrainian Cabinet of Ministers while considering the wage index coefficient.

Servicemen and their family members, who have suffered as a result of the accident at the Chernobyl AES [nuclear power plant], enjoy all of the benefits prescribed by the Law of Ukraine "On the Status [missing] of the Chernobyl Disaster".

All types of financial security, guarantees, and benefits at the expense of the budget of the Ukrainian Ministry of Defense, the Ukrainian National Guard, the Ukrainian Border Troops and other military formations are preserved for officers, who have been temporarily assigned

to work in the organs of state administration, at enterprises, at institutions, organizations or higher educational institutions. The list of positions that may be occupied by officers is established by the Ukrainian Cabinet of Ministers.

#### Article 10. Servicemen's Duty Time and Relaxation Time. Leaves

1. A 41-hour work week is established for servicemen. The duration and distribution of servicemen's duty time and relaxation time are determined in accordance with Ukrainian Armed Forces military regulations and directives.

2. Military exercises, ship cruises, combat firings and combat alert duty are conducted on any days of the week without restriction of the total duration of duty time.

3. Officers, army and naval warrant officers, extended service military personnel and female servicemen who are called in to work as a result of official need to carry out [missing] on holidays and non-work days are granted another day off. The appropriate commander (senior commander) establishes days off on indicated days for compulsory service military personnel while carrying out official duties.

Details and alert duty of servicemen are conducted in accordance with Ukrainian Armed Forces military regulations and directives.

4. Servicemen, other than compulsory service military personnel, are granted regular annual leave with the maintenance of financial security. The duration of that leave for servicemen who have up to 10 calendar years of service is 30 days, from 10 to 20 years—35 days, from 20 to 25 years—40 days and, 25 or more calendar years—45 days, without counting the time needed for travel to and from the location where the leave will be spent.

Additional annual leave is granted to servicemen for the special nature of their duties and also to those involved in work with harmful working conditions with maintenance of financial security as established by the Ukrainian Cabinet of Ministers.

Based upon the commander's decision, servicemen may be granted additional leave with the maintenance of financial security based on family obligations, as a result of studies at educational institutions, and for other valid reasons.

During their entire period of military service, compulsory service military personnel are granted leave with a duration of: soldiers and sailors—20 days, and sergeants and master sergeants—25 days, without counting the time needed for travel to and from the location where the leave will be spent.

Disabled servicemen, and also participants of combat operations and persons equivalent to them are granted

45 days annual leave at a time that is convenient for them, without taking into account the number of years served.

#### Article 11. Protection of Health

1. Required sanitary-hygiene and living conditions are created for servicemen while considering the conditions of service and the ecological situation. They are provided with free skilled medical assistance at military medical institutions. When there are no military medical facilities at their duty location and in emergency situations, medical service is also provided to servicemen at treatment facilities of the Ukrainian Ministry of Public Health at the expense of the Ukrainian Ministry of Defense, the Ukrainian Ministry of Internal Affairs, the Ukrainian National Guard, the Ukrainian Border Troops and other military formations.

Medical assistance is provided to servicemen who have suffered as a result of the Chernobyl disaster in accordance with Ukrainian law.

2. Medical assistance is provided to servicemen's family members on the usual terms. Medical assistance is provided to family members at the appropriate military medical institutions in the event that medical assistance cannot be provided at Ukrainian Ministry of Public Health treatment institutions.

3. Officers, army and naval warrant officers, extended service military personnel and their family members have the right to sanatorium-resort treatment and relaxation at sanatoriums, rest homes, resort hotels, and at tourist facilities of the Ukrainian Ministry of Defense, the Ukrainian Ministry of Internal Affairs, the Ukrainian National Guard, the Ukrainian Border Troops and other military formations.

Servicemen who are involved in work with harmful working conditions and also with the special nature of their duties and servicemen who have become disabled as a result of combat operations, participants of combat operations and individuals equivalent to them are issued passes for sanatorium-resort treatment on a priority basis.

Servicemen who have become disabled as a result of combat operations and also participants of combat operations enjoy equivalent rights to the disabled and participants of the Great Patriotic War.

4. Compulsory service personnel, military educational institution cadets, and female servicemen are provided free sanatorium-resort treatment if they have medical affidavits.

5. Female servicemen enjoy the benefits prescribed by legislative acts of Ukraine on the issues of social protection of women, protection of maternity and childhood. These benefits extend to parents of servicemen who are raising children without a mother (in the event of her death, deprivation of parental rights during the time of a

stay in a treatment facility and in other cases of the absence of maternal care for children).

#### Article 12. The Provision of Housing to Servicemen and Their Family Members

1. Servicemen are provided housing [missing] sublet (rent) housing to them under the conditions prescribed by the Ukrainian Cabinet of Ministers.

Officers, army and naval warrant officers, and extended service military personnel, upon release from military service into the reserve or retirement for years served, and also as a result of strength or staff reductions of servicemen are provided housing according to the procedures prescribed by the Ukrainian Cabinet of Ministers.

2. Army and naval warrant officers, extended service military personnel and servicemen who have entered military service on contract are provided official housing or housing in dormitories during their first five years of service, if they are not provided housing at their duty location. During that time, they retain the right to the housing that they occupied prior to entering military service. They cannot be excluded from the lists of citizens taken on apartment waiting lists. When they continue military service beyond five years, these servicemen are provided housing at their duty location on the usual terms.

3. Housing in family dormitories is provided to military higher educational institution cadets who have families. If there are no dormitories, they are paid monetary compensation for the temporary lease of housing in the amounts determined by the Ukrainian Cabinet of Ministers based upon their duty location.

4. Housing is first of all provided to servicemen who have been released from military service as a result of becoming disabled, as a result of a wound, contusion, serious injury or illness that was acquired during the performance of military service, at the residence location selected while taking into account existing procedures.

In the event improved living conditions are needed, housing is also provided, on a priority basis, to the families of servicemen who were killed, died, or are missing in action while performing military service.

5. For servicemen, other than compulsory service military personnel, who have no less than 20 years of service, if they are assigned to perform military service outside Ukraine or during a transfer for service at a location that has been subjected to intensive radioactive contamination as a result of the Chernobyl disaster, the housing which they and their family members occupy is reserved during the entire time of their stay outside Ukraine or at the location indicated.

6. Servicemen who are serving on the territory of Ukraine, the parents and family members of servicemen who were killed, died, or are missing in action or who have become disabled while performing military service,

pay 50 percent of the prescribed rate for housing and utilities (water, gas, electricity, heat, and other services) in state housing fund apartment buildings.

7. Officers, army and naval warrant officers, and extended service military personnel, who have served no less than 12 years and who were not provided housing, have the right to priority entry into housing construction (housing) cooperatives or to obtain plots of land for individual housing construction in populated areas selected by them for residence while considering existing procedures.

Local Soviets of people's deputies are obliged to allocate plots of land and to provide assistance in the construction and acquisition of building materials to officers, army and naval warrant officers, extended service military personnel and to the parents of servicemen who were killed, died, or are missing in action and also to servicemen who have become disabled while performing military service if they have expressed a desire to build individual homes.

8. Servicemen who do not have housing for permanent residence have the right to obtain credits for individual and cooperative housing construction or to acquire individual homes for a period of up to 20 years with payment of the debt at the expense of the resources of military formations: for those who have served more than 15 years—50 percent, more than 20 years—75 percent and, more than 25 years—100 percent of the loan granted by banking institutions.

9. Officers, army and naval warrant officers, and extended service military personnel who have no less than 20 years service and who have been released from military service for health reasons, age, strength or staff reduction of servicemen, and also servicemen who have become group I or II disabled persons, and the family members of servicemen who were killed, died, or are missing in action while performing military service, have the right to obtain the housing, which they occupy in state housing fund apartment buildings, as personal property free of charge.

Officers, army and naval warrant officers, and extended service military personnel have the right to priority receipt of housing under the conditions prescribed by the Ukrainian Housing Code.

10. Compulsory service personnel are housed in barracks (on ships) in accordance with Ukrainian Armed Forces military regulations. The housing which they occupied prior to being drafted for service is preserved for them. They cannot be excluded from the lists of citizens who have been accepted on the apartment waiting list.

#### **Article 13. Guarantee of the Right to an Education**

Servicemen may study at military educational institutions. Except for compulsory service military personnel, they are authorized to study at other higher educational

institutions without a break in service to deepen professional knowledge and general cultural education.

Compulsory service military personnel may enter military educational institutions.

Individuals who have been drafted for active military service during a period of study, upon release from military service, enroll to continue their studies at the same educational institution where they studied prior to being drafted for service.

#### **Article 14. Benefits for Servicemen and Their Family Members With Regard to Transportation, Shipment of Baggage, Postal Shipments, and Also Taxes**

1. Servicemen and their family members are provided with free transportation for leave and also free transportation and shipment of baggage by rail, air, water, or motor vehicle transportation during a transfer to a new duty location and are paid monetary assistance as prescribed by the Ukrainian Cabinet of Ministers.

While performing official duties associated with temporary duty to other populated areas, servicemen are compensated for their expenditures as prescribed by the Ukrainian Cabinet of Ministers.

2. Compulsory service military personnel enjoy the right to free transportation on all forms of city and passenger transportation (with the exception of taxis) and common user motor vehicle transportation in rural locations and also rail and water transportation of suburban routes and buses of suburban routes.

Servicemen [missing] operations and participants of combat operations and individuals equivalent to them, and also parents of parents of servicemen who were killed, died, or are missing in action while performing military service enjoy the right of free transportation on all types of city common user passenger transportation (except taxis) within the administrative rayon at the residence location, suburban rail and water transportation and buses of suburban routes. They have the right to a 50 percent discount while using inter-city, rail, water, air, and bus transportation.

3. Servicemen and also the parents of servicemen who were killed, died, or are missing in action while performing military service are released from the payment of income tax on all income received by them.

4. Compulsory service military personnel have the right to send and receive letters free of charge. The personal clothing of citizens who have been drafted for active military service is shipped in postal parcels free of charge.

#### **Article 15. Pension Support and Assistance**

Pension support of servicemen after their release from military service is conducted in accordance with the Law of Ukraine "On Pension Support of Servicemen and Ukrainian Internal Affairs Organ Workers".

Servicemen, other than compulsory service military personnel, when released from military service are paid monetary assistance in the amount of five months salary. Servicemen are paid monetary assistance for treatment, when a child is born, [missing] parents of servicemen who were killed, died, or are missing in action while performing military service are paid a lump-sum monetary compensation by the state in the amount of the state servicemen's insurance while considering the monetary income indexing coefficient.

#### Article 16. State Mandatory Personal Insurance.

Servicemen and also military reservists, who have been called up for training assemblies, are subject to state mandatory personal insurance in the event of loss or death in the amount of 100 times the minimum standard of living of the population of Ukraine at the time of the loss or death, and also in the event of a wound (contusion, trauma, or serious injury), or illness received during the period of the performance of service (assembly), in an amount depending upon the degree of loss of the ability to work that is established as a percentage of the total amount of the insurance in the event of loss or death.

The terms of the insurance and the procedures for payment of insurance sums to servicemen and to military reservists who have been called up for training assemblies and their family members are prescribed by the Ukrainian Cabinet of Ministers.

#### Article 17. Reimbursement for Damage Incurred

Reimbursement to servicemen for moral and material damage incurred is conducted as prescribed by law.

#### Article 18. Social Guarantees of the Rights of Servicemen's Family Members

1. Family members of compulsory service military personnel have a priority right to be hired and to be kept at work during a worker strength or staff reduction and also to be sent for professional training, to increase skills, or to retrain with a break in production on a priority basis and to payment of the average wage during the period of study.

2. The wives (husbands) of servicemen, except for compulsory service military personnel, are paid monetary assistance in the amount of the average monthly wage at their work location if they have to break a work contract as a result of the husband's (wife's) transfer to duty at another location. During the temporary loss of the ability to work, medical doctor's certificates authorize payment in the amount of 100 percent of the salary, regardless of length of work service, to the wives (husbands) of servicemen.

3. For wives (husbands) of servicemen, except for compulsory service military personnel, the period residing with the husband (wife) at a location where there was no opportunity to find a job in the specialty, but no more

than 10 years, is calculated in the total work service needed for granting an old age pension.

4. Based upon their desires, the wives (husbands) of servicemen are granted annual leave at the same time as their husbands (wives).

5. Local Soviets of people's deputies:

find jobs primarily for wives of compulsory service military personnel in the event of their release due to the strength or staff reductions of workers, during the elimination, reorganization, or retooling of an enterprise, institution, or organization;

provide priority placement at children's institutions at the residence location for children of servicemen and for children of servicemen who were killed, died, or are missing in action while performing military service; and,

provide resettlement of servicemen who have been released into the reserve or who have retired from military garrisons that are restricted or remote from populated areas.

6. The widow (widower) of a deceased serviceman and also the wife (husband) of a serviceman who is missing in action while performing military service, in the event she (he) has not entered into another marriage, and her (his) adolescent children have the right to the benefits prescribed by this Law.

7. The Ukrainian Cabinet of Ministers, local Soviets of people's deputies, enterprises, institutions, and organizations can also establish other benefits and guarantees of the social protection of servicemen's families.

#### Attachment 5

##### Annual Military Unit Holiday

An annual military unit holiday is conducted to educate servicemen in the spirit of devotion to the people of Ukraine, loyalty to military duty, combat traditions and the consolidation of military comradeship. The date it is conducted is established by the Ukrainian Ministry of Defense in commemoration of one of the memorial days in the military unit's history:

—formation day;—the day the Navy Flag was raised when the ship joined the fleet;—the day an award was presented;—the day an honored title was bestowed;—the day of a famous victory won in battle; or,—the first day the unit went on combat alert duty.

An appropriate entry is made in the military unit's historical record on establishing the date of the celebration.

The military unit's annual holiday is conducted on the nearest non-work day to the date of the holiday. The military unit forms up with the Colors and an orchestra on the designated time and day. The unit commander, other servicemen and veterans talk about the unit's combat history and achievements in combat training in

peacetime in short speeches to its ranks. Then the military unit conducts a triumphal pass in review. Conduct of solemn gathering on the eve of the annual holiday is permitted instead of a military unit formation. Other solemn cultural and sports-mass activities are conducted on the day of the annual holiday. A solemn raising of the Navy Flag is conducted on a ship.

Representatives of other military units and society, servicemen's family members and veterans of the unit may also attend the holiday.

#### Attachment 6

##### Procedures for Assigning Arriving Replacement Troops to Subunits

1. Arriving replacement troops are assigned to subunits based upon the results of the study of the businesslike qualities of each serviceman, taking into account his state of health and the profession he acquired prior to being drafted for military service, the characteristics and conclusion on professional suitability that have been entered at the military commissariat (training center). The assignment of replacement troops is established by a military unit order.

2. At the designated time, the military unit with orchestra is formed up in dismounted formation.

The newly arrived replacement troops with subunit first sergeants are formed up 20- 40 meters in front of the middle rank in a two deep formation facing the formation.

Forming up and greeting the military unit commander is conducted as ordered in the Ukrainian Armed Forces Drill Manual in the "Review of the Regiment" section.

3. After responding to the greeting, the military unit commander in a short speech talks about the unit's combat path, its heroes and awards, about successes in subunit combat training and about that honorable and responsible duty that is assigned to servicemen. Then one or two soldiers who are ending their military service speak and then one or two of the newly arriving replacement troops speak.

4. The military unit chief of staff announces the order on the assignment of the arriving replacement troops to the staff of the subunits.

The military unit commander congratulates the personnel on the replacement troops after which the orchestra plays the Ukrainian State Anthem.

5. At the military unit commander's command, "Arriving replacement troops, form up in your subunits' formation", subunit first sergeants and the newly arrived replacement troops enter their subunits' formations.

6. The ritual of assigning arriving replacement troops in subunits ends with a military unit pass in review.

#### Attachment 7

##### Procedures for Presenting Weapons and Military Equipment to Personnel

1. Prior to presenting weapons and military equipment to personnel, classes are conducted on the study of the models of weapons and military equipment being presented to them, combat (technical) capabilities and their significance in modern combat.

Subunit commanders verify the serviceability of the weapons and military equipment presented and report on their readiness to be presented based on an order.

[passage missing]

2. At the designated time, the military unit forms up in dismounted formation with arms near the Colors and with the orchestra.

Rifles and other individual weapons that are subject to being presented are carried to the site of the formation and are placed on tables 10 meters in front of the formation.

Other weapons and military equipment are presented at their storage sites.

3. The military unit commander in a short speech reminds the servicemen of the requirements of the military oath and military regulations on the mastery of the weapons and military equipment being entrusted to them and of the need to constantly maintain them in readiness for use to defend the people of Ukraine.

Then the order is announced on consolidating the weapons and military equipment.

After the order has been announced, the military unit commander commands: "AT EASE!" and orders subunit commanders to begin handing out rifles.

Commanders of companies (batteries) and other subunits in turn call out servicemen from the ranks and hand them their weapons.

4. after handing out the rifles, subunit commanders, at the military unit commander's command, disperse personnel to weapons and military vehicle storage sites.

Personnel form up in crews (gun crews) to receive weapons and military vehicles and verify their serviceability and completeness based upon the subunit commander's order.

In the event the weapons and military vehicles have been maintained in storage for a long period of time, including with hermetically sealed hulls (facilities), their partial removal from storage and unsealing is permitted.

Subunit commanders receive the reports of crew (gun crew) commanders, drivers (driver-mechanics), or other individuals to whom the weapons or combat vehicles are being issued and hand him charge out maintenance logs



(passports). Personnel record the models in the maintenance logs (passports) and from the moment that individual is responsible for the weapons and combat vehicles issued to him.

After issuing the weapons and combat vehicles, their combat (technical) capabilities and examples of mastery in handling them can be demonstrated.

Work on storing and restoring the weapons and equipment to their hermetically sealed state must be completed no later than two days after they have been presented.

5. After the weapons and combat vehicles have been presented, subunit commanders form up personnel at the location specified by the military unit commander.

The military unit commander congratulates the personnel on presenting their weapons and combat vehicles.

6. The weapons and combat vehicle presentation ritual ends with the continuation of the military unit's pass in review.

#### **Attachment 8 to Article 188**

##### **Procedures for Conducting Servicemen's Interviews**

1. The military unit commander or the individual assigned to lead the conduct of the interview (verification one or two days prior to initiating the interview) designates the place, time, formation and conduct of the interview, and the uniform.

The individuals conducting the interview are obliged to become acquainted with the military unit Suggestion, Statement, and Complaint Book and with the decisions made on them prior to conducting the interview.

2. The meeting of the commander who is conducting the interview is carried out in accordance with the requirements of the Ukrainian Armed Forces Drill Manual.

3. The interview is conducted according to categories of servicemen—separately for soldiers (sailors), sergeants (senior NCOs), army (naval) warrant officers, officers, and female servicemen.

The officer interview is conducted based on the position held—separately for platoon commanders, company commanders, battalion commanders and those equivalent to them. Deputy company and battalion commanders are interviewed separately from their commanders and unit administrative officers separately from officers who command subunits.

Soldiers' interviews are conducted by companies.

4. Officers, separately (army and naval warrant officers), and separately sergeants (senior NCOs) move out to the distance indicated to them in front of the formation of their subunits and on command close up toward the center. The officers then on command take their places in accordance with their authorized positions.

The interview can also be conducted in a building.

5. While conducting the interview, the military unit (subunit) commander or the inspector (inspecting officer) ask which of the servicemen have statements or complaints.

A serviceman who has a statement or complaint states his position, military rank, and name, moves ahead out of the formation and orally sets forth his statement or complaint or submits them in written form.

6. All statements and complaints that have been submitted during the interview conducted by the military unit commander are entered in the military unit Suggestion, Statement, and Complaint Book.

7. The complaints discovered during the servicemen's interviews at the time of the inspection are not noted in the Suggestion, Statement, and Complaint Book.

#### **Attachment 9**

##### **The Procedures for the Send-Offs of Servicemen Who Have Been Released into the Reserve or Who Have Retired**

1. Send-offs into the reserve or retirement of servicemen, other than those released for misdemeanors or who have discredited the rank of serviceman, are conducted in a solemn atmosphere and military unit veterans, servicemen of other units (subunits), representatives of society and servicemen's family members can be invited to them.

Send-offs of servicemen who have been released into the reserve or who have retired are carried out:

—for military unit commanders—in front of the military unit formation near the Colors;

—for subunit commanders—officers, army (naval) warrant officers—in front of the subunit formation or at an assembly of officers and army (naval) warrant officers;

—for officers, army (naval) warrant officers and female servicemen who have served on military unit or subunit directorates or staffs—in front of the formation or at an assembly of the personnel of these subunits or staffs; and,

—for compulsory service military personnel—in front of the military unit or subunit formation, depending on the number of servicemen being released into the reserve at the same time.

The military unit commander's immediate senior commander is tasked to organize the send-off for a military unit commander who has been released into the reserve or who has retired and the commander of the military unit or subunit (director chief, chief of staff) in which the serviceman being released served is tasked to organize send-offs for other servicemen being released.

2. For send-offs for a military unit commander who has been released into the reserve or who has retired, the military unit is formed up in dismounted formation in the dress uniform or in the uniform of the day without weapons in the formation prescribed by the Ukrainian Armed Forces Drill Manual for an inspection.

The military unit's new commander leads the formation and the commander who is being released into the reserve or who is retiring is located alongside the commander (senior commander) who organized the send-off.

The commander (senior commander) who organizes the send-off, having received the report and have exchanged greetings with personnel, announces the order on the military unit commander's release into the reserve or retirement, delivers a short speech in which he notes his distinguished service and also announces incentives and hands him the certificate which he is awarded as a result of his release.

Other servicemen, military unit veterans and servicemen's family members can speak before the formation and then the military unit commander being released can say a few words in response if he so desires.

After the speeches, the military unit commander who is being released or who is retiring says his farewell to the military unit Colors. To do this, the new military unit commander stands in front of the formation and issues the command "Colors, one pace toward me, forward, march". At this command, the assistant (deputy) chief of staff, having stood two paces in front of the Colors, commands: "After me, one pace, forward, march: and having approached the military unit commander, faces the standard bearer and his assistants toward the commander and he himself stands to their right. The commander who has been released into the reserve or who has retired walks up to the military unit Colors, gets down on one knee, and kisses the edge of the panel.

After saying farewell to the Colors the military unit commander who is being released returns to his place and the Colors are escorted [missing] to the place in the military unit formation.

[missing] military unit (subunit, staff directorate formation) is carried out as indicated in Paragraph 2. In so doing, personnel are formed up in the uniform of the day and the Colors are not escorted to the military unit.

During the send-offs of the previously mentioned servicemen into the reserve or retirement at assemblies, the military unit (subunit) commander announces the order on the release, delivers a speech in which he notes their distinguished service, and also hands them a certificate as a result of their release and valuable gifts if they have been awarded them as an incentive. The subsequent celebration of those servicemen being released into the reserve or retired is conducted in a voluntary manner.

4. For send-offs of compulsory service military personnel who have been released into the reserve, the military unit

forms up in dismounted formation in the uniform of the day and the Colors are escorted in front of the military unit formation based upon the commander's decision. The military unit Colors are not escorted for send-offs of these servicemen in front of the subunit formation.

After the formation, the military unit (subunit) commander's meeting, and the Colors are escorted, the servicemen who have been released into the reserve, at the commander's command, step out of the formation and form up in subunits 20-40 meters in front of the formation and then on command close ranks toward the center.

The military unit chief of staff (subunit commander) announces the order on the release of the servicemen into the reserve and on incentives for the most outstanding. The military unit (subunit) commander confers the award. After that, several servicemen who have been released into the reserve and other servicemen are afforded the opportunity to speak.

The military unit (subunit) commander thanks the servicemen who have been released into the reserve for their service after which the orchestra plays the Ukrainian State Anthem.

Send-offs conclude with the military unit (subunit) pass in review in front of the formation of servicemen who have been released into the reserve.

#### Attachment 10 to Article 17

##### Conduct of Servicemen Who Are in Custody and Their Treatment of Servicemen

A servicemen must know and unswervingly comply with the international rules for the conduct of military operations, treatment of wounded, sick, shipwrecked, and the civilian population in an area of combat operations and also prisoners of war.

A serviceman during the course of combat operations, even while being separated from his military unit (subunit) and totally surrounded, is obliged to render decisive resistance to the enemy while avoiding capture. He is obliged to carry out his military duty to the end.

If a serviceman, having found himself cut off from his own troops and having conducted all forms and methods of resistance or being in a helpless state as a result of a serious wound or contusion, is taken captive by the enemy, he must seek and utilize any opportunity to free himself and his comrades and to return to their own troops.

A serviceman who has been captured by the enemy, has the right to report any information except for information that is a military or state secret. He is obliged to maintain the dignity of a soldier of Ukraine, to sacredly preserve military or state secrets, to display fortitude and courage, to assist his comrades who have been captured, to keep them from complicity with the enemy, and to

reject enemy attempts to use a serviceman to inflict damage on the Ukrainian Armed Forces.

A serviceman who is a prisoner through no fault of his own and who has not committed treachery to the people of Ukraine is a person of special concern for the Government of Ukraine and the military command authorities who will use all means available to the state and to the Ukrainian Armed Forces to establish contact with them, to render material and moral support, and to return him from imprisonment.

Servicemen should always be treated humanely. Any illegal acts that result in the death of a serviceman or that present a threat to his health are prohibited and are viewed as serious violations of the conventions.

Acts of force, intimidation, or assault should never be used toward servicemen.

Servicemen have the right to the respect of their persons and honor.

We must treat all servicemen the same, without any discrimination whatsoever on the basis of sex, race, nationality, religious belief, political convictions or philosophical views, with the exception of cases of a privileged regime which can be established for prisoners of war based on their state of health, age, or qualifications.

Able-bodied prisoners of war can be used as a work force, as a rule, for work on administering, equipping, or maintaining the order of their camp.

The regime of the wounded and sick is determined by the two [Geneva] Conventions of 1949 for the Amelioration of the Conditions of the Wounded and Sick in Armed Forces in the Field [of August 12, 1949] and for the Amelioration of the Conditions of the Wounded, Sick, and Shipwrecked Members of Armed Forces at Sea [of August 12, 1949].

The conventions prohibit the following activities with regard to the above named individuals:

- encroachment on the life and physical inviolability: murder, serious injury, cruel treatment, or torture;
- the taking of hostages;
- encroachment on human dignity (assault and humiliating treatment); and,
- conviction and infliction of punishment without a judicial decision beforehand that has been rendered by a properly constituted court.

The sacredness of the life dressed in the uniform of a soldier, who is taken prisoner, having carried out his duty and not having committed any war crimes prior to being captured, is and remains an inviolable principle of international law.

## Attachment 11 to Articles 342, 350, 362, 368 and 436

### Equipping Buildings (Locations) for Performing Daily Detail Duties.

#### The List of Required Documents

1. Buildings (locations) for performing unit duty officer, motor pool duty officer, entry control point duty officer, mess hall duty officer, staff duty officer, and company duty officer (orderly) are located and equipped in such a way as to ensure the comfort of those individuals on a daily detail who are performing their official duties. The buildings (locations) for performing duties must have the following:

- technical signal reception and subunit notification systems;
- communications equipment (telephone, selector);
- clocks;
- emergency notification; and,
- a stand with daily detail documentation.

Furthermore, the buildings (locations) at which duty officers perform their duties must have:

#### a) for the unit duty officer:

- a control panel with work locations for the unit duty officer and his assistant that are equipped with signal reception, subunit notification, command and control and assembly point surveillance systems, and also surveillance of the arrival of unit directorate officers and warrant officers when the alarm is sounded and to open weapons storage rooms at subunits;
- a safe (metal box) for document storage;
- a metal cabinet (box) for storage of the unit directorate officers' and warrant officers' small arms, ammunition for them, and radiation exposure measurement devices;
- radiation and chemical reconnaissance instruments;
- warning system emergency power;
- a set of keys for the entrance gates and the facility's buildings; and,
- an outdoor thermometer.

#### b) for the motor pool duty officer:

- a table with lockable drawers and chairs;
- a device for reflecting information on vehicle location and technical status;
- a cabinet (box) with a set of ignition and hatch keys for combat vehicles, buildings, and the motor pool's gates; and,
- an outdoor thermometer.

c) for the entry control point duty officer:

- a table with lockable drawers and chairs; and,
- an outdoor thermometer.

d) for the staff duty officer:

- a desk with lockable drawers and chairs; and,
- a cabinet (safes) for storage of incoming correspondence and keys for staff buildings.

2. Separate buildings or locations in the duty officers' rooms are equipped for the relaxation of the unit duty officer, his assistant, and for the motor pool, entry control point, and mess hall duty officers and, as necessary, for other unit daily detail individuals.

[missing]

- instructions to the duty officer and his assistant (orderly), including in the event of the threat of enemy use of weapons of mass destruction;
- the daily routine;
- a table of telephone transmitters' and officials' call-signs;
- fire safety regulations;
- an inventory of documents and equipment;
- the duty officer's reception and transmission book; and,
- a set of military regulations.

Furthermore, the individual duty officers have:

a) The unit duty officer has:

- packets with instructions in the event of a declaration of a combat alert and also a password packet for the sentry;
- a diagram (map) of the location of the facilities of the training base to conduct accountability of the subunits that are located outside the military garrison;
- a composite schedule of the unit's subunit exercises for the week;
- a plan for conducting morning physical exercises and uniform variations;
- the diagram of territory assigned to the unit's subunits for clean up;
- instructions on fire safety requirements with the appropriate documents;
- a weapons and ammunition issue book;
- a radiation and chemical surveillance log;

—specimens of one-time verification forms for the right to inspect a sentry;

- personal badges for messengers;
- a book of temporary detainees; and,
- a work pad;

b) The motor pool duty officer has:

- a diagram of the motor pool;
- the weaponry and military vehicle withdrawal plan if an alert is declared;
- the work schedule in the motor pool;
- a diagram of the territory assigned to the motor pool for subunits to clean up;
- specimens of passes into the motor pool, trip lists and seals (stamp casts);
- books for the opening of motor pool buildings, combat and operations support vehicles and for issuing keys for combat vehicle ignitions and hatches, and for motor pool buildings and gates;
- a vehicle departure and return log;
- a motor vehicle engine cooling system water drainage control log; and,
- a work pad;

c) The entry control point duty officer has:

- a list of individuals who have the right to authorize entry onto unit territory and to transport (carry out) equipment;
- specimens of leave forms, movement orders (written instructions), notification cards for messengers, leave passes, passes, and trip lists;
- a one-time pass issue accountability book;
- blank one-time pass forms; and,
- a visitor accountability book;

d) The unit staff duty officer has:

- a list of unit staff servicemen who reside outside the military unit with indication of their addresses, telephones, and methods to summon them;
- time limits of the duty time of officers, warrant officers, and female servicemen; and,
- an incoming correspondence, incoming and outgoing electrical message accountability book;

e) The mess hall duty officer has:

- the priority feeding schedule for subunits, the daily detail, and detained servicemen;

- The prepared food output and waste rates when processing food products;
  - a table of food product boiling times;
  - bread, butter and sugar issue standards;
  - a food preparation quality monitoring accountability book;
  - a mess hall daily detail list; and,
  - equipment instructions and safety regulations while working on technological equipment;
- f) The company duty officer (orderly) has:
- a list of typical commands and signals that are issued by the company duty officer (orderly);
  - a list of company servicemen who reside outside the barracks with the indication of their addresses, telephones, methods of summoning them and messengers;
  - specimens of forms of dress for morning physical exercises;
  - a diagram of the land assigned to the company for clean up;
  - weaponry and ammunition issue, sick call, and leave books;
  - a set of combat vehicle hatch and ignition keys in an operational box along with trip lists in the event of an alert.

#### Attachment 12

##### List of Issues on the Organization of Internal and Sentry Services and Combat Training Set Forth in the Unit Commander's Order For the Training Period

1. The agenda for the unit and its clarification for the period while the subunits are at the range (at the camp) and also the time limits for the duty time of officers, warrant officers, and female servicemen.
2. Procedures for receiving food.
3. Procedures for showing films.
4. The time and place to conduct general evening roll-calls.
5. The composition of the daily detail and the procedures for its training and relaxation.
6. The composition and procedures for the actions and relaxation of the alert subunit.
7. The procedures for positioning and protecting the unit Colors.
8. The procedures for storing the unit Book of Honor.
9. The procedures for storing, issuing, and receiving weapons and ammunition.

10. The procedures for verifying the presence and condition of weapons, military vehicles, and other material resources.

11. Internal procedures and schedule of work in the motor pool.

12. Work procedures for the unit's depots.

13. Allocation of training facility territory and buildings among the unit's subunits.

14. The procedures for lighting and heating offices, the operation of plenum- exhaust ventilation, and also lighting of the military garrison.

15. Organization of fire protection in the unit.

16. The procedures for receiving servicemen on personal issues.

17. The procedures for visiting servicemen.

18. The procedures for personnel to bathe and to conduct special processing of clothing.

19. The procedures for medical examination of unit personnel.

20. The procedures for summing up combat training, the state of military discipline, and internal order in the unit.

21. The procedures for carrying out monitoring of the execution of an order.

##### The following are attached to the order:

- a list of officers and warrant officers who are designated to perform daily detail duties;
- a list of personnel who are designated to perform service at the most important posts (to guard the unit Colors, command and control posts, launch sites, and fire positions, depots with weapons and ammunition, and others);
- a list of servicemen who have the right to open warehouses (depots, motor pools) or who can be permitted to accept weapons and military vehicles that are in the parking areas from a sentry;
- a list of military investigating officers;
- a list of internal verification commissions for unit services during the period of the exercise;
- a diagram of the military garrison territory that is assigned to subunits for clean up;
- a list of the individuals who are responsible for equipment and for the maintenance of the detection and alarm system;
- a list of the individuals responsible for building and structure fire safety; and,
- specimens of uniforms for physical exercise.

## Attachment 13 to Articles 344, 345, 357, 358, 91, 150, 290, 308, and 326

## Forms of Documents

## a) List of Details

platoon			company			military unit		For (month, year)		
Military rank, last name, initials	Detail for duty									
	in the company					outside the company				
	Carried forward	Daily	Daytime	Night	Total	Carried forward	Daily	Daytime	Night	Total
Private Sidorenko, I.P.										
Private Kovalenko, I.N.										
Private Petrenko, S.N.										

DEPUTY COMMANDER, PLATOON (military rank and signature)

## REMARKS:

1. Numbers (with the exception of the "Carried forward" and "Total" columns) designate the date of the month.
2. Numbers in the "Carried forward" column indicate the total details during the preceding month.

## b) Military Unit (Company) Duty Receipt and Issue Book

Day and month	Entry on the receipt or issue of the tour of duty on the quantity received [missing]				Commander's decision			
	Issued				Returned			
No's in sequence	date	nomenclature of weapon (ammunition)	quantity	military rank, last name, initials to whom weapon (ammunition) was issued	written receipt of issue	date	quantity	written receipt of receipt

REMARKS: 1. Company duty officers issue weapons to personnel only at the order of the company commander or first sergeant, and pistols to soldiers only by the company first sergeant with the authorization of the company commander. The platoon commander or his deputy makes an entry in the book when the subunit goes out on alert, to a training exercise or to a field exercise, and also during issuance for cleaning of the received weapon and ammunition and the chief of the sentry detail makes an entry in the book when they fall out for sentry duty. Weapons are issued to individual servicemen under their own signature.

2. Ammunition for sentries is issued from the authorization of the company commander, but to the alert subunit—according to the order of the unit staff duty officer or personally by the company first sergeant, he receives the ammunition and makes an entry in the book.

3. To accelerate the issue of weapons and ammunition in the event of an alert, an entry is made in the book beforehand which is made more precise if necessary. The signature for the receipt of weapons and ammunition is entered at the time of receipt.

**d) Book**

Detained (military unit designation or institution) on 19

No's in sequence	rank, position, last name, first name, patronymic	by whom detained	reason for detention	list of money and valuables received	detainee's time of arrival	time of release and to whom the detainee was transferred, military rank, last name, initials, signature
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MILITARY UNIT DUTY OFFICER (military rank, signature, last name)

**e) The Identification Tag**

The Identification tag must be metal with a 5 centimeter diameter: the letters and number of the company and military unit, and also the compulsory service soldier's or sergeant's identification number are clearly imprinted (stamped) on the tag. An identification tag is issued to soldiers and sergeants upon their short departure from the subunits (messengers, etc.)

[Signed] COMPANY COMMANDER  
(military rank, signature, last name)

M.P.

military unit.....19..

REMARK: 1. 10X8 blank leave forms are produced through offset printing.

**f) Sick Call Book**

(designation of subunit, military unit, institution)

No's in sequence	month and day	military rank, last name and initials	doctor's recommendation	commander's decision
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COMPANY FIRST SERGEANT (military rank, signature, last name)

**g) Visitors' Book**

(military unit designation, institution)

No's in sequence	day and month	Whom the visitor arrived to see (military rank, last name, initials, subunit designation)	relationship, last name, first name, patronymic, visitor's home address
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VISITORS' ROOM DUTY OFFICER (military rank, signature, last name)

(garrison name)

**h) Leave Slip**

- 1.(military rank, last name, first name and patronymic)
- 2.company, military unit
- 3.released until....hours.....19..
- 4.....People are traveling with him.

**i) Leave Book**

(military unit, subunit designation, institution)

No's in sequence	day and month	military rank, last name and initials	released until what time	time returned
------------------	---------------	---------------------------------------	--------------------------	---------------

COMPANY  
DUTY  
OFFICER

(military rank, signature, last name)

**j) Incentive Duty Card**

military unit company (team)				
1. Position				
2. Military rank				
3. Last name, first name, patronymic				
4. In military service since what year				
For what	Type of incentive	When administered (date and order No)	Who awarded the incentive	

**k) Punishment Duty Card**

For what	When the misdemeanor occurred	Type of punishment	When administered (date and order No)	Who administered the punishment	When and who removed it
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**l) Company Weapons, Military Vehicles, and Ammunition Inspection Book**

Date	Position, military rank, and last name of inspector	What was inspected	Results of inspection, primary discrepancies and comments	Names of individuals who conducted the inspection and the time period it was conducted (signature)	Comment about elimination of discrepancies, date and signature of subunit commander
10.05.1990	Regimental Armor Services Chief, Major Popov, I.M.	T-80, two units, Nos 358, 359	No 359—level of electrolyte below standard	Check condition of AKB [lead acid storage battery], eliminate listed discrepancies by	discrepancies eliminated, company commander (signature)

COMMENTS: 1. The company commander maintains the book.

2. Commanders (chiefs) from company commander and higher make the entry on the inspection results

**m) Reply Book**

No's in sequence	day and month	content of reply	unit commander's resolution
------------------	---------------	------------------	-----------------------------

**[missing] at Building Entrances and Their Completion**

1. The list of approximate inscriptions on building doors:

a) in a battalion:

- battalion commander;
- deputy battalion commander;
- battalion headquarters; and
- battalion officers room;

b) in a company:

- sleeping room;
- education room and lounge;
- company commander's office;
- officers' class preparation room and lounge;
- sergeants' class preparation room;
- weapons storage room;
- weapons cleaning room;
- everyday services room;
- company and personal equipment storage room;
- sports room;
- washing room;
- dryer;
- smoking and boot cleaning room;

—shower room; and,

—toilet.

COMMENTS: 1. If necessary, the company's number can be indicated after the room designation.

2. The military rank, last name and initials of the official (several individuals) is indicated on a plaque at regimental and higher headquarters, directorates, institutions, and military educational institutions. The room number is indicated separately.

3. In a company, room numbers are indicated in the sequence determined in paragraph "b", regardless of mutual location of the rooms and the number of rooms with the identical designation on the same story.

4. With the joint location of the rooms indicated in paragraphs "a" and "b", on the same story, their numbering begins with the company rooms.

II. The approximate form of the plaques and samples of inscriptions on room doors:

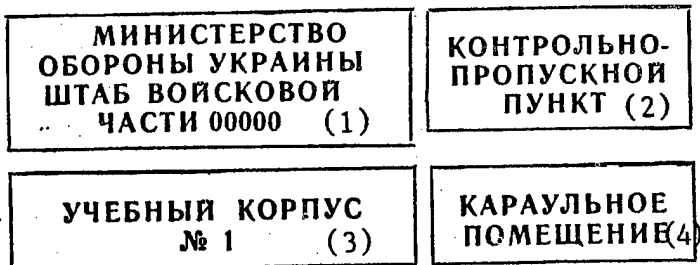
SLEEPING ROOM; 528; COMMANDER'S OFFICE  
1ST TANK COMPANY; LIEUTENANT COLONEL  
KOVALENKO, I.N.

COMMENTS: 1. Plaques are placed at a height of 170 centimeters from the floor to the lower edge. Room numbers at headquarters, directorates, institutions, and military educational institutions are located five centimeters above the plaques in the middle of the door.

2. The inscription on the plaques without a slope in block print in bronze (yellow) paint on a blue background.

III. Dimensions: width—25 cm., height—10 cm., height of numbers—up to 6 cm, height of letters of primary inscription—up to 3 cm.; other inscriptions—up to 1 cm.





Key:

1. Ukrainian Ministry of Defense, Headquarters, Troop Unit 00000
2. Checkpoint
3. Classroom Building No 1
4. Guardroom

IV. The list of model inscriptions at the entrance to a building:

- headquarters military unit;
- Barracks No.;
- Entry control point;
- mess hall;
- tearoom;
- medical facility;
- sports hall;
- baths;
- training corps;
- sentry room;
- officers' dormitory;
- women's dormitory;
- military unit club; and,
- food warehouse.

COMMENT: If necessary, the building number may be indicated after its designation. For example: Training Corps No. 1; Officers' Dormitory No 2, etc.

When necessary, the following can be indicated: vehicle servicing and repair facility; refueling station, cleaning and washing facility; weapons loading site, and others.

Other depots also have the appropriate inscriptions.

(to be continued)

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[Text] V. Samples of signs at building entrances:

NOTES: 1. The signs are located on the building wall in a visible place near the main entrance.

2. The signs are written in straight Roman-type letters with bronze (yellow) paint on a blue background.

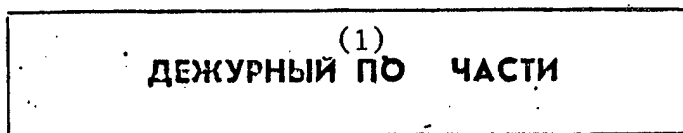
3. Dimensions: width—60 cm, height—40 cm, height of letters and numbers of the main sign—up to 10 cm; of other signs—up to 5 cm.

Attachment 15 to Article 319. Description of Chest Badges (Armbands) for Duty Officers

1. Chest badge

The chest badge is made in the form of a metallic rectangle coated with red enamel; the perimeter of the rectangle is framed, and it bears a gold-colored inscription "Unit Duty Officer" (battalion, company, checkpoint, mess hall, motor pool, staff, paramedic, bugler-drummer, staff operations officer, troop echelon, assistant operations duty officer etc.). Badge dimensions: width—7 cm, height—3.5 cm. Inscriptions are written in straight Roman-type letters. Letter height—0.7 cm. There is a safety pin on the back side of the badge with which to secure it to clothing. The chest badge is worn on the left side of the chest:

- on an open-necked single-breasted uniform jacket—left of the lapel corner such that the top edge of the badge is even with the lower end of the lapel notch;
- on a closed-necked single-breasted uniform jacket and a single-breasted overcoat—level with the top of the second button;



Key:

1. Unit Duty Officer

- on a woolen jacket—centered above the pocket such that the lower edge of the badge is level with the top of the first button;
- on a double-breasted overcoat—left of the buttons and level with the midpoint between the tops of the second and third buttons;
- on uniform and flannel shirts—level with the lower corner of the collar recess.

When order and medal ribbons are worn on strips, the "Duty Officer" chest badge is positioned 1 cm above these strips.

## 2. Armband

The armband is made semirigid, out of red fabric, 30-40 cm long and 10 cm wide. The edges of the armband are hemmed, and a strap (rubber band) with which to secure the armband to the sleeve is sewn onto them. The appropriate inscription is applied to the armband with white paint, or it is sewn on out of white material. The shape and color of the armband of duty officers and watchstanders aboard warships are determined by the Ukrainian Navy Regulations.

### Attachment 16 to Article 451. Rules for Laying Out a Camp

1. The place where a camp is to be laid out is determined by the senior superior in coordination with local government organs. It must be as close as possible to training facilities (fields).

2. The direction of prevailing winds must be considered when determining the front of the camp.

Public through roads must not be allowed to cross the front of the camp. The flanks of the camp must be not closer than 50 m from through roads.

3. The camp is divided into rectangular sections by longitudinal and transverse lanes, which simultaneously serve as routes of communication.

4. The camp is divided in depth into strips by three lanes parallel to the front: front, middle and rear. The distance between the lanes in depth is determined by the arrangement of the tents and by the placement of necessary structures and equipment.

To permit movement by combat and other vehicles along the camp location, a rear road is cleared, separately for wheeled and for tracked vehicles.

5. The camp is divided perpendicular to the front by transverse lanes.

The transverse lanes are laid between battalions and between separate subunits of a regiment. The portion of the camp between transverse lanes from the front lane to the rear road is given the name designation of the battalion (subunit) located in the first strip of this section.

6. Subunits are located in tents in the first strip (between the front and middle lanes) in numerical order.

The unit headquarters, aid station and mess halls are located in the second strip (between the middle and rear lanes).

Toilets, depots, shops and other administrative and support structures are located in the third strip (between the rear lane and the rear road).

Ammunition and explosive depots are located outside the camp.

7. Tent sites are located in rows of three or two along the front of the company. The dimensions of a tent site are 5 x 5 m. The distance between the sides of neighboring sites is 2.5 m along the front and 5 m in depth.

Compulsory-term NCO's are accommodated together with their own subunits. A separate tent is allocated for the company office and the company first sergeant. Separate tents are also allocated to warrant officers and NCO's serving on a contract basis at a rate of one tent for every three persons.

Officers are accommodated in separate tents or structures. A tent is allocated in the battalion for the battalion headquarters.

8. Tents for personnel education and recreation are set up in line with the back rows of company tents; training fields are cleared next to them for general assemblies of the companies.

9. The color bipod is set up in the center of the military unit's location (between subunits) in line with the first row of tents. A tent for the regiment duty officer and his assistant is set up behind the color bipod and in line with the second row of tents. Tents for the guard detail are set up in the second strip.

10. Structures (tents) for weapon storage are located in the first strip, behind the company tents. Near them, places are set up for weapon cleaning, and behind them, water storage shelters and wash basins.

11. Sentry shelters for orderlies are set up on the front lane, one each on the right and left flanks of each battalion.

12. Motor pools are set up between the rear lane and the rear road, on the flanks or before the front of the camp. The commander of the combined unit or unit determines what parcels are to be used for motor pools.

13. Physical training facilities and athletic fields are laid out in front of the front lane as a rule.

14. The unit club is located as a rule on a parcel of ground making it possible to conveniently set up an outdoor stage with places for the audience in front of it, and club pavilions.

15. The following deviations in laying out the camp may be permitted depending on local conditions:

a) the front of the camp may be laid out not along a straight line but in keeping with terrain features;

b) intervals between subunits may be increased or decreased;

c) motor pools may be located outside the camp.

16. The camp territory is equipped with lightning arresters as well as facilities making environmental protection possible.

**Attachment 17 to Article 268. Fire Safety Requirements.  
General Firefighting Measures in Military Units and Subunits**

1. The territory of the military unit must be kept constantly clean of trash and dry grass.

All storehouses, canopies and pads used for ammunition storage, principal and auxiliary production shops, laboratories, high-voltage power lines, power plants and transformer substations, boiler plant piping, water towers, and depots storing fuel, lubricants and other materiel must be equipped with lightning arresters and other engineering systems ensuring their fire and explosion safety, in accordance with the requirements of existing norms.

Approach roads to fire water supply sources and to buildings and all roads on the territory must always be free for movement of fire trucks.

2. The following are prohibited for the purposes of fire safety:

- building fires less than 40 m from structures and from pads on which property and vehicles are stored, and smoking and using instruments with open flames in motor pools, storehouses, sheds and similar areas;
- using faulty stoves, employing combustible liquids to stoke them, leaving combustible materials and property near stoves, leaving burning stoves unattended, drying clothing on stoves and flues and opposite stoking doors, and burning stoves when personnel are resting (sleeping). If stoves are being used, flues must be cleaned of soot not less than once every 2 months;
- heating frozen water and other pipes in buildings with an open flame (torches, soldering torches); pipes and building structures may be heated only with steam, hot water and other safe materials;
- setting up shops and storage areas in building basements for the processing or storage of highly flammable liquids and combustible materials;

- blocking access to fire extinguishing resources, electric panels and cut-off switches, storing combustible materials and property in attics, stairwells and hallways, installing partitions and accommodating auxiliary shops and laboratories in them, and converting these spaces into living quarters;
- using fire extinguishing resources for other than their intended purpose;
- using faulty electric wiring and equipment, employing household electric heating appliances without fire-proof supports, and replacing burnt fuses in distribution panels with wire and other articles;
- wrapping paper and material around electric lamps, covering wiring with wallpaper, posters and so on, and using telephone wire to set up an electric lighting network;
- putting areas (storehouses) under guard without inspecting them for fire safety.

3. Clothing is disinfected and dried in properly equipped standard disinfection chambers (dryers) under constant observation. Before clothing is dried in a chamber, the pockets must be turned out.

**The following are prohibited when disinfecting and drying clothing:**

- raising the temperature inside the chamber above the established norms;
- overloading chambers and dryers with clothing;
- loading clothing saturated with oil and combustible liquids into a chamber;
- laying clothing on chamber safety screens.

4. Smoking is permitted in headquarters, barracks, clubs and production areas only in specially reserved places that are safe in fire respects and equipped with exhaust ventilation.

5. Quarters, passageways, main and emergency exits and stairwells must be kept constantly clear, and they must not be cluttered. Doors leading out of headquarters, barracks, shops, clubs and other interior spaces must open outward. Blocking off emergency exits and finishing the walls and ceilings of stairwells and corridors with combustible materials are prohibited.

6. Fire extinguishing resources, water basins, fire hydrants and fire cocks must be in good operating condition, and their locations must be designated by standard signs.

The quantity of fire extinguishing resources in buildings and at facilities is determined by special norms. Fire extinguishing resources are stored on panels in depots, motor pools, sheds and production spaces.

7. There should be signs beside telephones indicating the telephone number of the nearest fire brigade, and acoustic alarms on the territory of the military unit with which to transmit fire alarm signals.

8. Each day, at a time established by the unit commander, before all shops, storehouses, depots, motor

pools, sheds and other production spaces offering a fire danger are closed, they are checked by the chiefs of the depots, storehouses and shops, the motor pool duty officer and personnel of the unit's firefighting detail; all noted deficiencies are corrected before the areas (storehouses) are closed, and power supply networks are shut off by means of outdoor cut-off switches.

A fire counter that is presented by the firefighting detail to the person closing the facility serves as confirmation that fire safety requirements have been fulfilled in these cases. When placing the facility under guard, storehouse and depot chiefs and the motor pool duty officer transfer the counter to the officer of the guard. At a time established by the unit commander the firefighting detail chief receives the fire counters from the officers of the guard.

9. Additional firefighting measures are implemented in military units in accordance with special statutes, guidelines, manuals and instructions.

#### **Fire Safety Requirements in Motor Pools and Hangars, and on Aircraft Parking Pads**

10. Vehicles (aircraft) are located in such a way as to leave passages between them necessary for their fast removal in the event of fire.

**11. To prevent fire in motor pools and hangars, the following are categorically prohibited:**

- fueling vehicles on parking pads, and storing vehicles (aircraft) with leaky fuel tanks and fuel lines;
- storing fuel and lubricants in vehicle parking areas, except that in the fuel tanks of vehicles, and empty packaging;
- rinsing and cleaning covers, hoods and clothing with kerosene, gasoline and other combustible liquids;
- storing unauthorized objects in vehicles, especially oily rags, covers and special clothing;
- bringing tanks of fuel into motor pools and sheds and storing them there;
- employing heaters offering a fire hazard;
- employing open flames and "bat" lanterns on vehicle parking pads when filling their fuel tanks;
- carrying out welding work in vehicle parking areas;
- dispensing fuel into ungrounded aircraft;
- allowing equipment lacking fire extinguishing resources onto an airfield;
- storing aircraft with removed landing gear;
- cluttering entrances to vehicle parking and storage areas, and setting up storehouses, shops and living quarters in these areas;
- using inside locks to secure gates to vehicle (aircraft) parking and storage areas.

12. Prime movers must be allocated daily together with special tow cables and a duty detail in order to ensure immediate removal of vehicles (aircraft) in the event of fire.

#### **At Fuel Points**

**13. To prevent fire at fuel points, the following are categorically prohibited:**

- driving vehicles at speeds in excess of 5 km/hour;
- parking vehicles to be fueled less than 2 m from the fuel pump;
- fueling vehicles with a working engine, and with personnel in the body;
- carrying out adjustments and repairs on vehicles, and operating sound and light signals;
- smoking, using an open flame, lanterns and lighting fixtures that are not explosion-proof;
- dispensing fuel into a storage tank in an exposed stream;
- draining fuel from tanks, and operating storage tanks, fuel pumps and pipelines without grounding them first;
- operating a fuel point not equipped with lightning protection;
- starting up a vehicle engine before removing spilled fuel from its surfaces;
- storing oily rags at the fuel point.

#### **In Shops**

14. Areas in which work is carried out with highly flammable liquids (kerosene, gasoline, acetone, nitrocellulose lacquer etc.) and in which storage batteries are charged are equipped with special ventilation. Electric motors, lighting fixtures and power distribution devices must be of an explosion-proof design. Charging units and regenerators of gas-welding equipment are set up in separate spaces. Installing stoves in these spaces is prohibited.

15. Highly flammable liquids must be kept in tightly closing metallic containers, in an amount not exceeding one day's demand, and when work is finished, they are removed to a specially equipped storage site.

Supply tanks of production furnaces and equipment using liquid fuel with a capacity of 1 cubic meter must be set up in isolated areas, while ones with a capacity of up to 1 cubic meter must be installed on noncombustible foundations not less than 5 m from the equipment.

16. Metal boxes with lids are set up in all production spaces for storage of wiping materials and oily rags and cloth. They are mandatorily emptied when work is finished.

Oily special clothing must be stored outside of production areas (shops) in special cabinets, turned inside out. Leaving oily cleaning cloths in the pockets of special clothing is prohibited.

17. Stoking of stoves is halted 2 hours before shops are closed.

When work is finished, all production wastes and trash that accumulated during the day must be removed from shop areas.

### In Depots (Storehouses)

18. Access of personnel carrying matches and other firestarting articles to the storage areas of depots (storehouses) is prohibited.

Grass must be promptly cut and removed from the territory of depots (storehouses). Drying grass on storehouse territory and burning dry grass are not permitted.

19. Only the forms of property for which storehouses are intended may be stored in them.

Cluttering passageways and exits in storehouses, using inside locks on doors, and lining racks and blocking windows with paper, cardboard, polymer film and fabric not treated with fireproofing compounds are prohibited.

20. Property is stacked in such a way as to leave free passageways and exits. Placing property flush against stoves, heating radiators, electric wiring and lamps, and doing work in storehouses not associated with moving and storing property are prohibited.

21. Stacking construction materials, reserves of fuel or any kind of property, and empty containers and packaging near storehouses and storing highly flammable liquids in general-purpose storehouses are prohibited.

22. The fireboxes and dampers of stoves are installed outside of storehouses, and pipes are supplied with spark arresters. Two hours before closing of depots, stoking of stoves is completely halted, and all stoves are inspected and shut down.

23. When electric lighting is installed, all storehouses are equipped with outside cut-off switches. The outside cut-off switches and group circuit breaker panels must be enclosed in metal boxes. Lighting fixtures in depots (storehouses) must be of the closed type (with glass lamp-shades), and they must be located along main and inspection passageways. Installing electric outlets and setting up offices inside storehouses are prohibited.

24. Windows in ammunition and explosive storehouses and in places where work is done with them must be fitted with frosted glass, or the glass must be coated with white paint.

Explosives and ammunition must not be exposed to direct sunlight for even a short time.

25. Entering storehouses containing firearms and silent weapons offering a fire (explosion) danger with firestarting articles and lighting instruments, besides battery-operated lanterns, and in footwear not authorized by the appropriate instructions are prohibited.

26. Depots containing highly flammable liquids may be equipped only with electric lighting of an explosion-proof design.

27. Fuel spilled in a storehouse must be covered with sand immediately.

28. Removing plugs from metallic containers with a chisel or hammer that could cause sparks is prohibited. Only special wrenches can be used to unscrew plugs.

29. When work is finished, the entire power supply network in storehouses must be shut off with an outside cut-off switch, except for power to security equipment systems.

## Manual of Garrison and Guard Duties of the Ukrainian Armed Forces (Draft)

### Part One. Garrison Duty

**Garrison duty** has the purpose of ensuring maintenance of high military discipline of garrison personnel, the necessary conditions for the daily life and training of the troops, and implementation of garrison measures with troop participation.

### Chapter 1. The Garrison, Garrison Officials

#### General Provisions

1. Military units, military educational institutions and services located permanently or temporarily in a population center or outside it comprise a garrison.

2. A garrison commanding officer and garrison commandant are appointed and garrison and guard duties are organized in each garrison.

3. The boundaries of the garrison are determined by an order of the commander of the operational sector.

4. **Supervision** is provided to garrison and guard duties within the limits of the garrison by the garrison commanding officer.

5. Troop units comprising the garrison serve garrison and guard duty.

The **rotation** of garrison and guard duties in the garrison among military units is established by the garrison commanding officer depending on their composition and purpose.

The list of military units that do not serve garrison and guard duty in the garrison is established by the **commander of the operational sector**.

6. When military units of several armed forces branches are stationed together in a garrison, **assistants to the garrison commandant are appointed for these forces**.

A **senior air force officer and a senior naval officer are appointed in garrisons where air force and navy units are based**.

When several military units are stationed in a military installation, a **garrison discipline enforcement officer** is appointed from among the unit commanders by an order of the garrison commanding officer.

7. When garrisons are comprised of several military units, the following are appointed from among the corresponding officials in senior positions by order of the garrison commanding officer:

- garrison chief of rear services;
- garrison chief of military motor vehicle inspection (VAI);
- garrison chief of signal service;
- garrison chiefs of financial, medical, veterinary, chemical and firefighting services;
- garrison bandmaster.

All garrison officials are immediately subordinated to the garrison commanding officer. The rights and responsibilities of the indicated persons are determined by instructions written by garrison officials and approved by the garrison commanding officer.

#### Garrison Commanding Officer

8. The garrison commanding officer is appointed by an order of the commander of the operational sector.

The garrison commanding officer reports assumption of his duties to:

- the army commander;
- his immediate superior;
- informs local government organs.

The garrison commanding officer is subordinated to the commander of the operational sector in regard to matters of garrison and guard duties. He is the direct superior of all servicemen and commanders of the garrison's units in these matters.

9. The garrison commanding officer is obligated:

- to supervise the activities of garrison officials;
- to organize the writing of:
  - the garrison's local defense plan;
  - the garrison's fire protection plan;
  - the plan of interaction with civil defense;
  - the garrison plan of measures for the event of an announcement of mobilization;
  - the plan for alerting garrison units and for their actions in response to a battle alarm;
  - the schedule of garrison guard details;
- to organize security and defense of garrison facilities. To personally inspect the work of garrison and interior guards not less than once a month;
- to draw up the schedule for inspecting the guard by garrison officials;
- to accommodate military units, subunits and detachments visiting the garrison;
- to establish the procedure of use of training facilities by the garrison's military units;
- to examine and approve plans of general garrison measures;
- to maintain communication with local government organs and to resolve with them the necessary issues involving garrison duty and the conduct of joint measures;

- to supervise the work of the garrison's quarters and utilities unit in accommodating military units, and to approve the distribution of living quarters in the garrison;
- to analyze the state of military discipline and guard duty in the garrison, and to take steps to improve them;
- to organize and conduct measures with the participation of the troops;
- to establish the time of transition of the garrison's military units to the summer or winter uniform;
- to announce the beginning and end of the heating period in the garrison;
- to check the maintenance of buildings and areas of military installations, military monuments, the graves of fraternal soldiers and military cemeteries. To organize their proper maintenance;
- to conduct investigations of violations and crimes of servicemen not serving duty in military units of his garrison.

10. The garrison commanding officer greets the President of the Ukraine, the Chairman of the Supreme Soviet, the Ukrainian Prime Minister and the Ukrainian Minister of Defense, reports to them and escorts them when they visit the garrison location. An honor guard is formed to greet these officials.

11. In the event that persons visit the garrison regarding matters of garrison and guard duty, the garrison commanding officer introduces himself to the official of seniormost rank.

When the garrison commanding officer leaves the garrison temporarily, he transfers his duties to a person acting temporarily in his behalf, announces this in a garrison order, and reports to the commander of the operational sector.

#### Garrison Commandant

12. In implementing decisions of the garrison commanding officer, the garrison commandant **HAS THE RIGHT to issue instructions in his name**, reporting the most important of them to him.

13. The garrison commandant is obligated:

- personally and through persons subordinated to him, to decisively and firmly demand strict observance of military discipline and order from servicemen, letting not one of their violations go unpunished;
- to organize guard duty for the security and defense of common garrison facilities;
- to draw up:
  - the garrison guard detail schedule and report;
  - the patrol detail and duty subunit report;
  - the list of posts;
  - post location maps;
- instructions to officers of the guard and to the garrison guard duty officer;
- instructions to patrols;
- the patrol route map;

- the schedule for inspection of guards by garrison officials;
- the military unit band detail report;
- to submit proposals to the garrison commanding officer for improving garrison and guard duties;
- to personally inspect garrison guards **not less than twice a month**;
- to brief guard duty officers and their assistants, and to give guard duty officers notes on which the passwords are written;
- to brief the patrol detail;
- to inspect the readiness of duty subunits;
- to inspect posting of garrison guards;
- to review the guard reports of garrison guards, and to organize correction of noted deficiencies;
- to check the organization of security in the areas of military units that have left the garrison;
- to supply transient subunits, detachments, separate servicemen and guards escorting military cargo with everything they need;
- to maintain close ties with police organs;
- to keep records of incidents and violations of military discipline in the garrison, and to inform the military procurator of crimes and incidents;
- to keep records on military units of the garrison, separate subunits, detachments and servicemen visiting on official business and on leave (Attachment 2);
- to distribute open-air water basins among the military units in the garrison for water supply and for swimming. To inspect the organization of swimming in the military units;
- to take steps to render medical assistance to servicemen on temporary duty and on leave;
- to interact with the State Motor Vehicle Inspection;
- to monitor preparation of garrison troops for parades, and to coordinate, with local government organs, the procedures to be followed during the time of parades and funeral processions;
- to detail and prepare honor guards from the garrison's military units;
- to organize funerals of deceased servicemen;
- to keep records on military cemeteries, fraternal graves and military monuments within the garrison, and to see that they are kept in order.

14. When a fire or a natural disaster occurs in the garrison's units, and when any kind of incident occurs in the garrison guards, the garrison military commandant is obligated to immediately go to the place of the incident and take the necessary steps, and then report to the garrison commanding officer.

15. In the event that a serviceman on temporary duty or leave is detained for significant reason, the garrison military commandant communicates the causes of the detention to the commander of the military unit from which the serviceman had come.

The garrison military commandant has the right to **lengthen the leave** of servicemen for **up to 7 days** in the event of any disaster that befalls the serviceman's family.

The garrison military commandant has the right to **terminate the leave or temporary duty** of compulsory-term servicemen in the event of their gross violation of military discipline.

Such a serviceman is sent back to his own military unit. The reason for terminating the leave or temporary duty assignment is communicated to the unit commander.

The military commandant notes the time of departure of the serviceman to his place of service and the reason for the detention on the serviceman's documents and in a record book (Attachment 2).

16. The location of the garrison military commandant's administration **must be well known** to all headquarters of military units, institutions and services of the garrison, and **accessible to all persons**.

The address of the garrison military commandant's administration and its telephone number must be available in local administrative institutions and in public places (theaters, palaces of culture, hotels etc.).

17. The manner of accommodation of the garrison military commandant's administration and its equipment are indicated in Attachment 1.

In the absence of organic transportation resources, they are provided to the administration of the garrison military commandant by the military units (services, institutions) in accordance with a plan approved by the garrison commanding officer.

#### Assistant Garrison Commandant

18. The assistant garrison commandant is **subordinated** to the garrison commandant, and he fulfills all of his assignments pertaining to garrison duty.

In the absence of the garrison commandant, the assistant commandant follows the guidelines of Article 13 of these Regulations and instructions of the garrison commandant in his activities.

#### Transportation Commandant

19. The commandant of a railroad or water section, station, port or airport **fulfills the duties of a garrison commandant** associated with maintaining order among servicemen within the limits of the **territory of his section, station, port or airport**.

In fulfilling these duties, the transportation commandant is **subordinated** to the garrison commanding officer.

**Guards escorting transportation carrying military cargo are subordinated to him**

20. The transportation commandant is **obligated**:

- to maintain military discipline and order among servicemen located on the territory of the section, station, port or airport;

- to implement measures against violators of military discipline and order on transient trains, ships and airplanes;
- to meet troop trains and transportation carrying military cargo escorted by guards, inspect, personally or through assistants, order in guard details, their material and personal support, the fastenings of the equipment and cargo, and fire safety;
- to inspect the work of garrison guards located on the territory of the section, station, port or airport;
- to dispatch guards without delay;
- to brief allocated patrols and to monitor their work;
- to organize cultural and personal services for servicemen;
- to ensure that waiting rooms for servicemen are kept clean, and to take steps to provide medical assistance to servicemen;
- to report all incidents and all measures implemented to the garrison commanding officer.

#### **Garrison Discipline Enforcement Officer**

21. The garrison discipline enforcement officer is subordinated to the garrison commanding officer.

##### **He is obligated:**

- to maintain military discipline and order among servicemen on the territory of the military installation;
- to appoint internal patrols when necessary to maintain internal order within the limits of the military installation;
- to organize security of the military installation, and to monitor it;
- to monitor maintenance of territories assigned to military units.

Instructions of the garrison discipline enforcement officer regarding these matters are binding upon all commanders of military units and subunits stationed on the territory of the military installation.

#### **Chapter 2. Garrison Duty**

##### **Duties of the Guard Duty Officer and His Assistant**

22. A guard duty officer and his assistant are appointed for immediate supervision of guards.

The guard duty officer is appointed from among line officers occupying a position not below company commander, and the assistant is appointed from among junior officers.

The duties of the guard duty officer may be transferred to one of the military unit duty officers by order of the garrison commanding officer.

An assistant guard duty officer need not be appointed.

23. The guard duty officer is subordinated to the garrison commanding officer and commandant.

##### **The guard duty officer is obligated:**

- on the eve of assuming duty, to obtain from the headquarters of the military unit an assignment order assigning him to duty;
- to appear before the commandant at the appointed time together with the assignment order, and to receive the written passwords and necessary instructions;
- to introduce himself to the old guard duty officer and communicate the old passwords to him;
- to study the guard detail report, the post location maps, the lists of posts, the instructions to officers of the guard and the instructions to the guard duty officer;
- to post the guards;
- to remain in the area reserved for him;
- to inspect the work of the guards not less than twice a day;
- to issue instructions on changing the time of duty of sentries at posts depending on weather;
- to check the readiness of the garrison's duty subunit for action in response to an alarm or summons.

24. After guards are posted, the new guard duty officer accepts guard documents and property from the old duty officer on the basis of a list.

25. After relief of the guards is reported by the officers of the guard, the guard duty officers report relief from and assumption of duty to the garrison commanding officer, and in his absence, to the commandant.

Shortcomings revealed at the time of assumption of duty are recorded in the duty assumption and relief book, which is presented by the new guard duty officer to the garrison commandant for inspection.

26. When the garrison commanding officer and his direct superiors appear, the guard duty officer reports the state of affairs among the guards.

When persons assigned to inspect the guards appear, the guard duty officer checks their one-time certificate of the right to conduct an inspection and their identity documents, and escorts them personally or sends his assistant to escort them.

27. In the event of an incident during guard duty, the guard duty officer immediately reports this to the garrison commanding officer or commandant and communicates it to the commander of the military unit that provided the guard detail.

In the event of a fire, he summons the firefighting team and, when necessary, the duty subunit or a part of it.

He leaves for the place of an incident only with the permission of the garrison commanding officer or commandant. In this case he leaves an assistant in his place.

28. In the event of replacement of the officer of the guard (due to illness, wounds etc.), the guard duty officer summons a new officer of the guard from the military unit, goes together with him to the guardroom and



supervises assumption of guard duty. He reports the replacement to the garrison commandant.

29. The assistant to the guard duty officer is subordinated to the guard duty officer.

**He is obligated:**

- to appear before the garrison commandant together with the guard duty officer at the appointed time for instructions;
- to study the guard detail report, the post location maps, the instructions to officers of the guard and instructions to the guard duty officer;
- to form up the guard detail for posting, verify its composition, write down the ranks and last names of the officers of the guard, and announce to the guard detail personnel the rank and last name of the guard duty officer and his own name;
- to accept property and inventory present in the guard duty officer room on the basis of a list;
- to fulfill the duties of the guard duty officer in his absence.

30. The guard duty officer and his assistant are located in the garrison commandant's administration. They are provided transportation by the military unit from which they are detailed.

31. The guard duty officer and his assistant are armed with pistols and cartridges.

32. The guard duty officer and his assistant are allowed to rest lying down (sleep) not more than 4 hours each, alternating with one another, without undressing and without removing gear.

**Patrolling in the Garrison**

33. In order to maintain order among servicemen in the streets and public places, at railroad stations, terminals, ports and airports, and in population centers adjacent to the garrison, **patrolling is organized by an order of the garrison commanding officer** in each garrison.

34. Patrolling is organized independently or **in interaction with police**. When patrolling is conducted together with police, a **patrol staff** is organized.

35. Patrols are detailed from the composition of the garrison's military units, educational institutions and services.

A patrol consists of patrol chief and two or three patrol members.

An officer, warrant officer or sergeant (petty officer) is appointed patrol chief depending on the tasks of the patrol.

Patrol members are appointed from among privates or NCO's (petty officers).

36. Patrols may be conducted on foot or in motor vehicles.

Patrolling is conducted on a 24-hour basis or for only a particular time of the day or night.

A patrol assigned to 24-hour duty works on alternating shifts of 4 hours with 2 hours of rest.

37. Depending on the situation the patrol detail may serve with or without weapons.

In all cases the patrol chiefs, who are officers and warrant officers, are armed with pistols with two loaded magazines.

The patrol chief must have a **portable radio** for communication with other patrol details and police posts, with the patrol headquarters and with the commandant's administration.

38. Garrison patrols are **subordinated to the commandant** of the garrison and the assistant commandant on duty (the guard duty officer). **When patrolling is conducted jointly with police**, the patrol is additionally subordinated to the senior officer of the patrol headquarters.

Patrols detailed to patrol terminals, stations, ports and airports are subordinated to the commandants of the stations, ports and airports.

39. Patrol personnel must wear a chest badge with the inscription "Patrol" on the left side of the chest.

**40. Documents determining the organization of patrolling:**

- the detail report;
- patrol maps;
- instructions to patrols are drawn up by the commandant and approved by the garrison commanding officer.

**The following are indicated in the detail report:**

- the number of patrols and their composition;
- armament;
- uniform;
- duty time;
- the military unit from which the patrol is detailed.

**The following are indicated on the patrol map:**

- the routes traveled by the patrols;
- the locations of public places (parks, theaters, clubs etc.);
- the locations of telephones for communication;
- police departments and headquarters of volunteer people's detachments.

The following are presented in the instructions to patrols:

- the missions of the patrols;
- the particulars of duty along each route of travel;
- the procedures for communicating with the garrison commandant's administration, with the patrol headquarters, and between patrol details and the police.

41. Excerpts from the garrison patrol detail report are sent to all military units that will be providing patrols 10 days prior to the beginning of the new month.

42. The commanders of military units (subunits) detailing garrison patrols are responsible for selecting personnel for the patrols and preparing them for duty.

43. On the eve of assuming duty, the patrol chief is given an **assignment order** by the headquarters of the military unit. It is on its basis that the garrison commandant issues him the **certificate of the right to conduct patrols**.

The certificate indicates:

- the route of travel;
- the patrolling time;
- special tasks.

44. The patrol chief is obligated:

- to appear before the garrison commandant for a briefing at the appointed time;
- to study the necessary documents related to duty;
- to supervise the work of members of patrols;
- to observe the behavior of servicemen, in the necessary cases to admonish or detain servicemen violating uniform regulations, the rules of behavior or public order;
- to know the procedure for communicating with the commandant's administration, with the patrol headquarters and with patrol details and the police along his route;
- to interact with the police to maintain order in the streets and in public places;
- to report patrolling results to the commandant's administration.

45. In the performance of their duty, patrol personnel must serve as an example of observance of military discipline, the uniform and military courtesies.

46. When a serviceman is detained in an **intoxicated state**, the patrol chief must not demand any explanations from him.

In the event of disobedience or resistance by a serviceman at the time of his detention, the patrol chief has the right to use force against him.

In the event of violation of military discipline by a serviceman senior in rank to the patrol chief, the latter requests him to cease the disciplinary violation. If this request is unsatisfied, the patrol chief reports this to the garrison commandant or his assistant and acts in accordance with their instructions.

Silent weapons, firearms, ammunition, and personal identity documents are taken from detained servicemen and surrendered by the patrol chief to the garrison commandant or his assistant (the guard duty officer).

47. Detained servicemen are received by the assistant to the commandant (guard duty officer) and their names

are entered in the detention book (Attachment 1), and when necessary, they are placed in a room for detainees until a decision regarding them is made by the garrison commandant.

#### Use of Weapons by Patrol Personnel

48. Use of weapons is an extreme measure, and it is permitted **only in exceptional cases** that do not allow for any delay, when all other measures have been found to be unsuccessful or when the situation does not permit other measures.

49. The patrol chief has the right to personally employ a weapon or order members of a patrol to use weapons only in the following circumstances:

- when defending servicemen and, when necessary, civilians from an attack threatening their life, if they cannot be defended otherwise;
- to repel an attack upon the patrol, when the life of the patrol chief or patrol members is in immediate danger;
- when apprehending a criminal offering armed resistance or fleeing captivity, and no other means of detaining him are available.

50. If the situation allows, prior to using a weapon against a person the patrol chief is obligated to warn him voice or by a shot fired in the air.

51. In all cases patrols are categorically prohibited from using weapons in crowded streets, squares and public places if bystanders may be hurt by doing so.

#### Garrison Duty Subunit

52. The garrison duty subunit is appointed by an order of the garrison commanding officer for reinforcement of garrison guard details or when called for an emergency response to a **fire, natural disaster** and other incidents in the garrison.

The composition of the duty subunit and its armament, ammunition, uniform and transportation resources are indicated in the order.

Several garrison duty subunits may be designated in large garrisons.

53. The duty subunit is designated for every 24-hour period, as a rule from the military unit that provides garrison guards.

The duty subunit is subordinated to:

- the garrison commanding officer;
- the garrison commandant;
- the guard duty officer.

54. When the duty subunit is summoned, the subunit commander is given his mission, in which the place, time and goals of action are indicated.

Ammunition is issued to the duty subunit by order of the military unit commander (chief of staff) or the unit duty officer.

If necessary, a new subunit duty officer is appointed by an order of the garrison commanding officer and garrison commandant simultaneously with calling up the duty subunit.

55. The commander of the military unit is responsible for the constant readiness of the duty subunit.

56. The duty subunit conducts training near the location of its military unit. The location of the duty subunit must be known precisely by the military unit's duty officer and the guard duty officer.

57. When the duty subunit arrives at its destination, it acts on the basis of instructions of the garrison commandant, the guard duty officer or the person to whom it is assigned.

#### **Garrison Military Motor Vehicle Inspection (VAI)**

58. Work (duty) by VAI inspectors is organized in every garrison to maintain order in organizing the use of motor transportation and high military discipline among transportation drivers, to monitor the technical condition of motor transportation, and to ensure that drivers observe driving regulations.

59. VAI inspectors work at VAI inspection posts and patrol streets and roads on days and during times established by the garrison commanding officer.

Duty may span 24 hours or a particular part of the day.

60. A VAI inspection post detail consists of a VAI inspector and one or two patrols.

An officer or shore-based (seagoing) warrant officer may be appointed to be a VAI inspector.

Patrol members are appointed from among NCO's and privates who work as drivers and who know the driving regulations and vehicle design.

61. The inspection post VAI detail must wear the uniform prescribed by the garrison commanding officer, and be provided with a portable radio, traffic control batons, the "VAI Inspector" chest badge and the necessary documents.

62. VAI inspection posts may be permanent and mobile.

Permanent posts are set up on the principal routes of travel of transportation resources, and as a rule they are combined with State Motor Vehicle Inspection posts.

Mobile posts are set up in motor vehicles.

The number and locations of the posts are established by the garrison commanding officer on the advice of the garrison VAI chief.

63. The duty schedule of VAI inspectors and patrols, maps showing the locations of VAI inspection posts and the street and road sections and intersections at which the garrison VAI detail works, and instructions to on-duty garrison VAI inspectors and patrols are drawn up by the garrison VAI chief and approved by the garrison commanding officer.

64. Excerpts from the duty schedules of garrison VAI inspectors and patrols are sent to the military units 10 days before the start of the next month.

In addition the garrison commanding officer determines allocation of VAI duty vehicles from military units to support the work of VAI inspectors.

65. The commanders of military units from which on-duty VAI inspectors and patrols are allocated are responsible for selecting, preparing and promptly sending personnel of the VAI detail to their briefing.

66. All transportation resources of the Ukrainian Armed Forces except those possessing special passes are subject to inspection by VAI inspectors.

67. VAI inspectors and patrols are subordinated to the garrison commanding officer, the garrison commandant and the garrison VAI chief.

68. The missions, work procedures, rights and responsibilities of VAI officials are determined by the "Statute on the VAI."

### **Chapter 3. Garrison Measures Involving Troop Participation**

#### **Military Parades**

69. Military parades are held to mark especially important events of state and military significance, as well as presentation of banners and awards to the troops.

70. The composition of the troops participating in a parade, the time and place of the parade, the uniform and other organizational matters are determined in each individual case by an order of the garrison commanding officer.

71. A parade commander is appointed to command troops participating in the parade.

72. Servicemen, subunits and military units participating in a parade act in accordance with rules spelled out in the Ukrainian Armed Forces Drill Regulations (Chapter 8).

#### **Participation of Troops in Demonstrations and Rallies**

73. Participation of troops in demonstrations and rallies is determined in each separate case by an order of the garrison, combined unit and separate military unit.

Servicemen of military units, military educational institutions and services may participate in demonstrations

and rallies only within the boundaries of the garrison and in the composition of subunits.

74. The following are indicated in the order: the purpose of the demonstration or rally, the composition of troops participating in the demonstration or rally, the time and place of assembly of the troops, the uniform, the route to be taken by the troops, and the order of formation and marching by the military units.

The order instructs the garrison commandant to allocate a detail from the military units to maintain order during the demonstration or rally.

75. Troops participate in demonstrations and rallies unarmed.

#### **Honor Guards**

76. Honor guards are appointed for the purposes of paying military honors.

**Honor guards are detailed from military units in order to greet:**

- the President of the Ukraine;
- the Chairman of the Ukrainian Supreme Soviet;
- the Ukrainian Prime Minister;
- the Ukrainian Minister of Defense;

as well as to greet and send off representatives of foreign states; when wreaths are laid by state, government and military delegations; when the Colors are brought out; to unveil state monuments; for the funerals of servicemen and civilians having done special service to the Ukraine.

77. An honor guard, with or without Colors, is appointed by an order of the garrison commanding officer.

An honor guard is appointed to greet and send off representatives of foreign states by special instructions of the commander of the operational sector.

78. Subunits from platoon to company size and a military band are appointed to the composition of an honor guard.

The honor guard may be made up only of officers, and of officers and warrant officers or NCO's.

The uniform and the armament of guard personnel are established by the garrison commanding officer.

Ammunition is not issued to personnel of the honor guard.

79. Honor guards are subordinated to the garrison commanding officer and the garrison commandant.

80. Officers are appointed to act as chiefs of honor guards.

81. Personnel of an honor guard detailed to greet and send off persons indicated in Article 76 act in accordance with rules spelled out in the Ukrainian Armed Forces Drill Regulations. (Chapter 8).

82. At solemn meetings at which the Colors are brought out, an honor guard and two or three colorbearers are detailed for the Colors. Personnel of the honor guard stand at "ATTENTION" abreast of the Colors and on both sides of them, with their assault rifles at the "port arms" position or carbines in the "order arms" position.

A color platoon is appointed to escort the Colors to the place of the meeting and back to the military unit.

The Colors are brought out and returned in accordance with provisions of the Ukrainian Armed Forces Drill Regulations.

83. Members of honor guards and colorbearers are relieved at a frequency of not less than every 15 minutes. Commands for relief of the guards are not given, and the relief of posts ritual is not conducted.

#### **Paying Military Honors at a Funeral**

84. An honor escort is detailed in order to pay military honors at the funeral of a serviceman.

85. Funerals of servicemen who died during active service are organized by their direct superiors.

Funerals of reserve or retired servicemen who had been awarded the Hero title or all three degrees of the Order of Glory and persons of status equal to them, and of generals, admirals and marshals are organized by the garrison commanding officer or city (rayon) military commissariats.

86. An honor escort is detailed at squad, platoon or higher strength. An honor escort detailed at platoon and higher strength must be accompanied by the unfurled Colors with a mourning ribbon.

**The following are detailed for a funeral in addition to an honor escort:**

- a band (bugler and drummer);
- a coffin honor guard;
- servicemen to lower the coffin into the grave (8-10 persons).

87. When the coffin containing the body of the decedent requires transport, a motor vehicle or gun carriage is allocated.

To carry orders and medals, one person is assigned to each cushion bearing an order or a medal.

Every order is secured to a separate cushion.

Headgear is secured to the coffin lid.

88. If the funeral of a deceased serviceman is to occur in another city or settlement, the coffin containing the body of the decedent is escorted by the honor escort and the band as far as the terminal, airfield or mooring, or to the city limits.

89. Two to four persons are appointed by an order of the unit military commander, the garrison commanding officer or military commissar to escort the decedent's coffin to the funeral site.

The commander of the military unit, the garrison military commandant or the military commissar within whose jurisdiction the serviceman died must be informed of the time of arrival of the decedent's coffin at the location of the funeral, and the points of transloading from one form of transportation to another, at least 24 hours in advance.

An honor escort and a funeral detail are appointed to meet and escort the decedent's coffin to the funeral site.

90. The military unit commander or garrison commandant is obligated to inform the decedent's closest relatives of the serviceman's death on the same day.

91. The garrison commandant promptly communicates the time and place of arrival of the honor escort and funeral detail to the commander of the military unit from which they are detailed.

92. The time at which the honor guard is formed beside the decedent's coffin is determined by the military unit commander or garrison commanding officer.

Two pairs of guards from the honor guard are posted beside the coffin. One pair of guards stands on either side of the head of the decedent's coffin and two paces away from it, and the second pair stands at the foot of the coffin. Each pair of guards faces the other pair.

The guards stand at the position of "ATTENTION" with their assault rifles in the "port arms" position or carbines in the "order arms" position.

The guards must wear a funeral band on the left sleeve.

Graveside guards are relieved every 15 minutes, and commands for relief of the guards are not given.

Guards are not relieved during the time of travel of the procession and while the coffin is being lowered into the grave.

93. Honor sentries appointed from among representatives of military units and public organizations may be posted to pay honors to the decedent. They stand without headgear wearing funeral bands beside the guards of the honor guard, to the outside of them and one or two paces away, and they are relieved every 3-5 minutes.

94. On arriving at the place where the coffin is to be brought out, the honor escort forms up in line formation with its front facing the exit from which the coffin is to be carried.

The band forms up three paces to the right of the escort.

95. When the coffin is brought out from the building, it is preceded by servicemen bearing wreaths walking one

behind the other three to five paces apart, and by servicemen bearing the decedent's orders and medals at the same intervals; then follow the servicemen with the coffin, persons escorting the decedent, and the honor guard.

96. At the moment the decedent's coffin is carried out, the chief of the honor escort commands "ATTENTION" without leaving his place in formation, and renders a hand salute.

The band plays a funeral march (funeral call).

Servicemen who are not in formation render a hand salute.

97. The procession moves in the order indicated in Article 95. The honor guard is followed by the band (bugler and drummer) and the honor escort.

When the procession travels on foot, the band plays a funeral march (funeral call) intermittently.

98. When so instructed by the garrison commanding officer, dismounted troops may be formed up in a one- or a two-rank formation on both sides of the procession route at the place where the coffin is brought out and at the approach to the funeral site.

99. The band stops playing when the funeral site is reached.

The honor escort and the band form up with their front facing the grave, room permitting.

The servicemen bearing wreaths, orders and medals and members of the honor guard take places at the graveside.

100. Before the decedent's coffin is lowered into the grave, a funeral service is held.

As the coffin is lowered the Colors are dipped, the honor escort assumes the position of "ATTENTION" and the band plays a funeral march (funeral call).

A subunit (company, platoon or squad) designated from the composition of the honor escort renders a salute with three rifle volleys using dummy cartridges.

The salute is followed by a minute of silence.

101. In the event of cremation of the decedent's body, the honor escort forms up at the crematorium with its front parallel to the direction of motion of the funeral procession.

The band forms up three paces to the right or left of the escort.

As the funeral procession approaches the crematorium, the band plays a funeral march (funeral call).

Then a funeral service is conducted.

As the decedent's coffin is lowered for cremation, the band plays a funeral march (funeral call), and the designated subunit renders a salute with three rifle volleys.

The salute is followed by a minute of silence.

102. At the end of the funeral the decedent's orders and medals are handed to a representative of the military unit, with the exception of those which remain in the decedent's family in accordance with the law.

#### Laying Wreaths at Military Monuments and Graves

103. Delegations from military units lay wreaths at the monuments and graves of soldiers who had fallen in battle for the freedom and independence of the Ukraine: on state holidays, and on other days on the basis of a decision of the Ukrainian Minister of Defense.

104. When wreaths are laid by state, government and military delegations, an **honor guard** accompanied by the **Colors** of one or several military units of the garrison and a **band** are designated by order of the garrison commanding officer.

105. One or two pairs of guards are posted out of the honor guard at the appointed time before the wreaths are laid at the monument (grave). The guards stand at "ATTENTION" with their assault rifles in the "port arms" position or carbines at the "order arms" position.

The honor guard forms in two ranks with its front facing the monument (grave), or with its right flank facing it depending on the location of the monument (grave).

The Colors are set up on the right flank of the honor guard. The band is positioned to the right of the Colors.

106. The delegation bearing the wreath forms up at a designated place and begins moving toward the monument (grave), walking along the front of the formed honor guard.

The garrison's commandant or an officer of the honor guard walks ahead of the delegation.

He is followed two or three paces behind by the persons bearing the wreath, and then after the same interval by the delegation in a column of three to five persons.

When the delegation carrying the wreath gets to within 40-50 paces of the honor guard, the officer of the guard commands "Guard—dress right, DRESS," "ATTENTION," "Eyes RIGHT (LEFT)."

The band plays funereal and solemn melodies.

The Colors are dipped.

107. On approaching the monument (grave) the delegation lays the wreath and honors the memory of the decedents with a minute of silence. The band stops playing.

After the minute of silence the band plays the Ukrainian National Anthem (one verse).

After the anthem the delegation moves away from the monument (grave) and forms up facing the guard as it passes by, and then the honor guard reforms into a column of march under the command of the officer of the guard and marches in review past the monument (grave) and the persons who laid the wreath.

108. When wreaths are laid by delegations of foreign states, solemn funereal melodies are played only as agreed by the head of the delegation. After a minute of silence one verse each of the anthem of the state represented by the wreath-laying delegation and of the Ukrainian National Anthem is played.

By order of the garrison commanding officer, an honor guard and band may not be appointed for a wreath-laying by foreign delegations; in this case one or two pairs of guards are posted at the monument (grave), and an officer and two servicemen are appointed to deliver the wreath to the place where it is to be laid.

109. Foreign military delegations laying wreaths at monuments and graves of soldiers are escorted by a representative of the Ukrainian Ministry of Defense and the garrison commandant.

#### Summoning Troops to Fight Fires and Natural Disasters

110. Troops are summoned to fight fires and natural disasters or to render assistance to civilians who have suffered from fire or natural disaster **by order of the commander of the operational sector**.

111. In exceptional cases, when there is no time to obtain permission, troops may be called in **by a decision of the garrison commanding officer**, with subsequent reporting of this action to the commander of the operational sector.

112. The garrison commanding officer **poses the mission** to **troops** allocated to fight the fire or natural disaster or to render assistance to the population. In it he indicates the goal, place and time of action, whom to coordinate with, the means of travel, the attached equipment and armament, the time to fulfill the mission, and personnel support.

113. On reaching the destination, the commanders of the military units or subunits immediately **appear before the person** to whom they are assigned, and organize fulfillment of the mission on his instructions.

The commanders of the military units (subunits) may **fulfill the mission independently, coordinating** their actions with local government organs.

The **results** of fulfilling the mission are **reported** by the military unit (subunit) commanders to the garrison commanding officer and to their immediate superior.

114. **Temporary guard details** are appointed by an order of the military unit (subunit) commander to protect property allocated to fight the fire or natural disaster.

These guard details are subordinated to the military unit (subunit) commander from which they were detailed, the garrison commanding officer, the military commandant and the guard (military unit) duty officer, and they work on a universal basis.

115. Subordinating military units, subunits or detachments to representatives of local government organs is prohibited.

## **Part Two. Guard Duty**

### **Chapter 4. General Provisions**

#### **Guard Duty Assignment**

116. Guard duty is intended for dependable protection and defense of important military and state facilities and the Colors.

117. Guard duty is fulfillment of a combat mission.

118. Guard details are appointed for guard duty.

A guard detail is an armed subunit detailed to fulfill the combat mission of protecting and defending military and state facilities and Colors.

119. Guard details can be:

- garrison guards, detailed to protect and defend facilities of garrison significance;
- interior guards, detailed to protect and defend facilities of one military unit;
- temporary, detailed by order of the garrison commanding officer or military unit commander to protect and defend military property during loading, unloading, shipment and temporary storage.

120. Garrison guard details are subordinated:

- to the garrison commanding officer;
- to the garrison commandant;
- to the officer of the guard and his assistant.

Interior guard details are subordinated:

- to the military unit commander;
- to the unit duty officer and his assistant.

121. A guard detail is composed of:

- the officer of the guard;
- the assistant officer of the guard (when necessary);
- corporals of the guard;
- members of the guard detail;
- transportation drivers;
- a security equipment system operator (when necessary);

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[Text]

- the assistant officer of the guard for the guard dog service (when guard dog posts are present).

#### **Protection and Defense of Facilities**

122. An armed guard member fulfilling the combat mission of protecting and defending his assigned post is called a sentry.

Everything assigned to a sentry to protect and defend and the place at which he fulfills his duties are called the post.

123. Depending on their importance and the time of duty at them, posts are divided into permanent (protected around the clock) and temporary (protected for part of the day); the former in three shifts, and the latter in two shifts.

The protection procedures and the location and boundaries of posts are established for garrison guard details by the garrison commanding officer, and for interior guard details by the unit commander, and they are documented in the list of posts (Attachment 5b).

124. The following are subject to protection by guard details:

- the Colors;
- explosives depots;
- ammunition and armament depots;
- combat equipment storehouses, airplane and helicopter parking pads;
- large fuel dumps;
- the technical territories of missile units and subunits.

125. Facilities are protected:

- by a sentry patrolling inside the facility's fencing or between outer and inner fences;
- by walking rounds in unfenced protected facilities;
- by observation from towers;
- by the use of technical security systems and alarm systems;
- by the use of guard dogs;
- by patrolling in transportation resources.

126. Supplementary guards or patrols may be detailed by order of the garrison commanding officer (unit commander) to reinforce protection of facilities in adverse weather (fog, snowstorms); the order determines the work procedures in this case.

Reserve groups, which go to the place of a violation in response to an alarm signal under the command of the officer of the guard or his assistant, and act depending on the situation, are created out of awake and resting shifts of guards.

#### **Armament of Guard Details**

127. Personnel of a guard detail must be armed with their organic weapons (a bayonet-equipped assault rifle or carbine, pistol).

Guards may also be armed with machineguns and hand grenades by special order of the garrison commanding officer (military unit commander).

128. Ammunition is provided to a guard detail at the rate of:

- for every assault rifle and pistol—two loaded magazines each;
- for each carbine—30 cartridges in clips;
- for each machinegun—three loaded magazines;
- two hand grenades for the entire guard.

129. A reserve of live cartridges is created in the guardroom at a rate of:

- for every assault rifle or carbine—150 cartridges;
- for pistols—16 cartridges each.

The reserve of live cartridges in airtight cartridge containers and loaded magazines for machineguns are stored in a special iron box.

Hand grenades and fuze assemblies for them are stored in separate special boxes. The fuze assemblies are stored separately from the grenades.

The live cartridge reserve record book and the grenade and fuze assembly record book are stored in boxes. The keys to the airtight cartridge containers are also stored there (Attachment 5i).

130. The officer of the guard is personally responsible for safeguarding the ammunition boxes. He keeps the keys to the boxes and the seals.

131. The boxes are locked and opened by the garrison commandant, and in interior guards, by the unit chief of staff.

The presence and condition of the reserve is checked by them not less than once a month. The inspection results are written down in a record book and the guard report.

132. Weapons are loaded prior to leaving for posts, and unloaded immediately upon returning to the guardroom.

Loading and unloading is performed in a specially equipped place by the guardroom, and in special places when the reliefs travel in vehicles.

Loading and unloading is conducted at the command of the officer of the guard, his assistant or the corporal of the guard, and under their immediate observation.

133. Weapons are loaded according to rules stated in small arms guidelines for the corresponding types of weapons; in this case a cartridge is not loaded into the chamber.

### The Password

134. The password is a secret word that serves as a means by which the officer of the guard authenticates that a guard who has appeared for relief was in fact appointed for this purpose.

In addition the password serves as a means of authenticating that a person coming with orders from the garrison commanding officer (unit commander), commandant or guard (military unit) duty officer was in fact authorized to do so by the corresponding superior.

135. A password, which is the name of some city, is designated for each 24-hour period:

- for garrison guards—by the garrison commandant;
- for interior guards—by the unit chief of staff.

A separate password is established for each guard detail.

136. Passwords are established not more than 10 days in advance, and entered into a book kept in a sealed file in a safe with the garrison commandant (unit chief of staff).

137. Notes bearing the new and old passwords are given to the guard (military unit) duty officer assuming duty for the first time by the garrison commandant (military unit chief of staff) at a designated time, prior to posting of the guards.

The guard (military unit) duty officer signs for the password in a log and lets the assistant know what it is when necessary.

138. All persons who know the password are obligated to keep it in strictest secrecy. When the password is asked for, it is communicated by a note, without saying it aloud, after which the note is immediately burned.

139. When the password is revealed, it immediately ceases to be effective, which is reported to the commandant (military unit chief). A new password is given to the officer of the guard by way of the guard duty officer.

## Chapter 5. Detailing and Preparing Guards

### Detailing Guards

140. Guards are detailed on the basis of a guard schedule (Attachment 5a):

- garrison guards—by the garrison commandant;
- interior guards—by the unit chief of staff.

141. The schedule of guard detail (Attachment 5e) is compiled for every month on the basis of the guard schedule.

The following are drawn up for each guard detail:

- the list of posts (Attachment 5b);
- the post location map (Attachment 5c);
- instructions to the officer of the guard (Attachment 5d).

142. These documents are approved by the garrison commanding officer (unit commander) and drawn up by the garrison commandant (unit chief of staff).

143. The following are sent to all military units of the garrison that will be providing garrison details not later than 10 days before the beginning of the new month:



- excerpts from the schedule of guard detail;
- the post location map;
- the list of posts;
- the instructions to officers of the guard.

The headquarters of the military unit communicates the days of assumption of guard duty and the composition of the guard detail to subunit commanders 5-6 days before the start of the new month.

144. An officer or warrant officer is appointed to be the officer of the guard, and when there are less than five posts, an NCO or petty officer is appointed.

An assistant officer of the guard is appointed by a decision of the garrison commanding officer (unit commander) from among NCO's or petty officers.

If an assistant officer of the guard is not appointed, his responsibilities are carried out by one of the corporals of the guard.

145. When security equipment systems are used, an operator is designated from an organic subunit operating and servicing security equipment systems.

146. When guard dog posts are present in a guard detail, an assistant officer of the guard for the guard dog service is appointed.

147. Corporals of the guard are determined depending on the number and locations of posts. Each corporal of the guard may post sentries at not more than five posts; in this case the time required to relieve the guards must not be more than 1 hour.

148. The number of members of the guard is determined depending on the number of posts for each guard detail.

Servicemen with rank not below the rank of the members of the guard are appointed to be corporals of the guard.

149. The persons composing a guard detail are appointed not later than a day prior to assumption of duty, from the same subunit and, in the extreme case, from the same military unit.

Garrison guard details are appointed from the same military unit.

#### Preparing a Guard Detail

150. The subunit commander, upon receiving from the headquarters of the military unit:

- the post location map;
- the list of post;
- the instructions to the officer of the guard,

determines the number of guard detail personnel and selects them in accordance with the list of tables, and studies these documents together with personnel of the guard detail.

151. Preparation of personnel of the guard detail is organized and conducted personally by the commander

of the subunit from which the guard is detailed, and when the guard is detailed from a military unit, by one of the subunit commanders as instructed by the unit commander.

Guard detail personnel undergo practical lessons with regard for the particular features of protecting each facility, in places especially equipped for this.

152. In the night preceding assumption of duty, servicemen appointed to a guard detail must not serve any kind of duty or be required to attend training or work.

On the day of assumption of duty, at times indicated in the daily routine, guard detail personnel must be provided not less than 3 hours for preparing for duty and for testing of the knowledge of their responsibilities, and not less than 3 hours for rest (sleep).

153. All personnel appointed to a guard detail must be examined by the unit physician. Persons deemed unsuitable for appointment to a detail by the physician must be replaced.

154. After lessons the subunit commander tests the guard detail personnel's knowledge of their responsibilities.

The subunit commander checks the condition of the weapons and live cartridges of guard detail personnel and the appearance of each serviceman and signs the guard report (Attachment 5f) 45 minutes before they are sent off for posting.

155. Thirty minutes prior to posting, the officer of the guard:

- checks the allotment of the guard detail against the guard report;
- inspects weapons and gear;
- checks the personnel's knowledge of their responsibilities;
- reports the guard detail's readiness to the subunit commander.

After this he assumes command of the guard detail.

#### Chapter 6. Serving Guard Duty

##### Posting of the Guards

156. Posting of the guards has the purpose:

- of checking the readiness of guards for duty;
- of transferring them to the subordination of the newly appointed duty officers and their assistants;
- of granting guards the right to relieve old guards.

157. The place and time of posting is established for garrison guards by the garrison commanding officer and for interior guards by the unit commander.

Guard detail personnel appear at the place of posting 10 minutes prior to it.

158. Upon his arrival, each officer of the guard reports to the new assistant guard duty officer.

159. The new assistant guard duty officer forms the guard details in numerical order.

The band or two or three drummers (in garrisons without a band, and when the temperature is below -15°C) are detailed for posting.

160. The guards are posted by the guard duty officer (unit duty officer).

#### Configuration of guard detail for posting:

Bandmaster	Member of the guard detail
	Security equipment system operator
Assistant guard duty officer	Assistant officer of the guard
Officer of the guard	Assistant officer of the guard for guard dog service
Corporal of the guard	

The transportation resources of the guard details and their drivers are located in a place reserved for them.

#### Guard Detail Posting Ritual

161. Guard details form up in numerical order. Assault rifles are carried in "sling arms" ["na remen"] position, and carbines are in "order arms" ["u nogi"] position.

The assistant guard duty officer gives the following commands to greet the guard duty officer: "Guards, dress right—DRESS" ["RAVNYAYS"], "ATTENTION," "Eyes RIGHT," ["Ravneniye NA-PRAVO"] and if the guards are armed with carbines: "Guards dress right, DRESS," "ATTENTION," "Greeting right, present arms" ["Dlya vstrechi sprava, na kra-ul"].

Officers of the guard armed with pistols render a hand salute. All turn their heads in the direction of the guard duty officer and follow him with their gaze, turning their heads as he passes.

The band plays the "Welcoming March."

The assistant duty officer reports to the guard duty officer: "Pan Major. Guards are formed for posting. Assistant guard duty officer Captain Serdyuk."

Having received the report, the guard duty officer faces the formation and greets the personnel of the guard details.

When an assistant guard duty officer is not appointed, his posting duties are carried out by officer of the guard of guard detail No 1.

162. After the command "AT EASE" ["VOLNO"], the guard duty officer inspects the guard and daily details. When the guard duty officer approaches, the officer of the guard (who leaves the formation) reports the guard

detail's readiness and gives him a written report of content described in the example below:

#### REPORT TO THE GUARD DUTY OFFICER

I report that guard detail No 1 subordinated to me is prepared for duty.

All members of the guard detail are healthy, and aware of their responsibilities. Weapons are serviceable.

Guard Detail No 1 will carry out its mission of protecting and defending facilities.

Officer of the Guard, Guard Detail No 1  
Senior Lieutenant Sidorenko  
[Date]

Such reports are received by the guard duty officer from all officers of the guard and unit duty officers.

163. After receiving the reports, the guard duty officer approaches the middle of the formation and commands: "Guard, dress right—DRESS," "ATTENTION." "Band, play 'Pay Attention'."

The guard duty officer reads the order of the garrison commanding officer regarding assumption of the duty of protecting garrison facilities by the guard and daily details, and then the command "AT EASE" is given.

164. Then the guard duty officer summons the officers of the guard, gives them notes bearing the passwords and recalls to each of them the specific features of their duty.

165. On ascertaining that the passwords are understood correctly, the guard duty officer commands: "Officers of the guard, return to ranks."

Then the guard duty officer commands: "Guards, dress right—DRESS," "ATTENTION."

The band plays the Ukrainian anthem, and the guard duty officer, his assistant, the officers of the guard and the unit duty officers render a hand salute.

166. After the band finishes playing the anthem it moves forward 10-15 paces and faces the guard details.

The guard duty officer commands: "Guards, right—FACE," "Forward—MARCH" ["Shagom—MARSH"].

The guard details march past the guard duty officer in parade step [stroyevoy shag].

#### Relief of Guards

167. The time for relief of guards is established: for garrison guard details—by the garrison commanding officer, for interior guard details—by the unit commander.

168. After posting, upon reaching the location of the guard detail to be relieved, the officer of the guard of the new guard detail:

- introduces himself to the officer of the guard of the guard detail to be relieved;

- communicates the old password to him;
- forms his guard detail on the pad in front of the guardroom and facing it.

169. The officer of the guard of the old guard detail:

- ascertains the correctness of the password;
- forms his guard detail on the pad facing the front of the new guard detail.

The assistant officer of the guard or one of the corporals of the guard remains in the guardroom.

170. Both officers of the guard stand in front of their guard details, and report to one another:

- "the new guard detail has arrived for relief";
- "the old guard detail is ready for relief."

After their reports, the officers of the guard relieve the sentry at the entrance.

The new guard detail enters the guardroom, and the old guard detail goes into the room for the relieved guard detail.

171. In the guardroom, the officers of the guard initiate: the officer of the guard of the old guard detail—relief from guard duty, and the officer of the guard of the new guard detail—assumption of guard duty.

The officers of the guard order their assistants to surrender and accept the guardroom, and the equipment, inventory and property it contains on the basis of a list. They order their corporals of the guard to surrender and accept stamp and seal impressions.

172. After receiving the stamp and seal impressions the officer of the guard of the new guard detail sends the first shift of members of the guard to their posts.

The officer of the guard of the old guard detail sends his corporals of the guard together with the first shift of the new guard detail in order to relieve sentries.

173. Having sent the first shift to its posts, the officer of the guard of the new guard detail accepts:

- all of the guard detail's documentation;
- the ammunition reserve in sealed boxes;
- security equipment and alarm systems;
- the guardroom.

The officer of the guard of the old guard detail communicates all shortcomings.

174. The assistant officer of the guard allots personnel into reserve groups in case it becomes necessary to repel an attack and extinguish a fire.

175. After the corporals of the guard report relief of the sentries, the officers of the guard of both guard details sign the guard report of the old guard detail, on which the officer of the guard of the new guard detail enters remarks regarding all discovered shortcomings.

176. The officers of the guard report relief of the guards to the guard (military unit) duty officer by telephone.

177. After relief of the guard, the officer of the guard of the old guard detail leads the guard detail back to its subunit (military unit) and reports to the subunit commander that the mission has been fulfilled, turning over to him the guard report and other documents.

The personnel of the guard detail turn in their weapons and ammunition.

178. Members of the relieved guard detail are released from training and work on the day of their relief, and members of the guard who had protected facilities only during the night are released from work and training in the first half of the day.

#### Relief of Sentries

179. To relieve sentries, the officer of the guard or his assistant forms the next shift of guard members into a single rank. The corporals of the guard recall to each member of the guard separately the forthcoming mission and duties, check weapons and the presence of ammunition, and load the weapons if required, after which the shift travels to its posts.

The shift travels to its posts by motor vehicle or in a column of one.

180. On reaching the place indicated in the list of posts, the corporal of the guard halts the members of the guard, orders a guard member to load his weapon if it had not been loaded previously, and accompanies him to the post.

On seeing persons approaching the post boundary, the sentry stops them by shouting "Halt, who goes there?" On hearing the response, "The corporal of the guard (officer of the guard or his assistant) with your relief," the sentry orders: "Corporal of the guard, approach, the rest of you stay back."

On ascertaining that the person who spoke is in fact the corporal of the guard, the sentry allows the other persons to approach.

The corporal of the guard orders the guard member to initiate assumption of the post, and the sentry to surrender it.

181. Surrender of the post entails the sentry indicating to the guard member assuming the post what is under guard according to the list of posts. After verbal surrender of the post the guard member tours the guarded facility together with the corporal of the guard and sentry and checks the serviceability of all locks, presence of seals, the fencing, the alarm system, firefighting equipment and so on.

182. If during assumption of and relief from the post any deficiencies or incorrespondence between the seals and stamps and their impressions, or an inconsistency in the quantity of combat equipment under guard is discovered, the corporal of the guard interrupts transfer of the post and summons the officer of the guard; when posts

are being assumed by the new guard detail, the officers of the guard of the old and new guard details are summoned at such times.

183. Having finished relief from and assumption of the post, the sentry and the guard member assuming the post report to the corporal of the guard: "The post has been surrendered," "The post has been accepted."

The guard member who surrendered the post transfers the post clothing to the sentry, and on receiving the command "From your post, forward march" from the corporal of the guard, he leaves the post and forms up at the back of the guard relief.

184. A guard member becomes a sentry the moment he reports assumption of the post. If necessary the sentry puts on the post clothing (Attachment 8).

185. Having relieved the first post, the corporal of the guard leads the guard members to the next post, and relieved guard members form up at the tail of the column.

If on the way from one post to another the relief passes by the guardroom, the corporal of the guard drops off the relieved guard members at the guardroom.

186. When the relief returns from its posts, weapons are unloaded if they had not been unloaded at the posts, and they are placed in the weapon rack.

187. Sentries are relieved every 2 hours. The transition to a one-hour shift is determined by the officer of the guard on the basis of the climate and the nature of the post.

Sentries at the entrance to the guardroom are relieved every 30 minutes by the officer of the guard or his assistant.

188. Sentries are assigned to new posts and sentries are relieved from abolished posts by the officer of the guard on the basis of a written or verbal order of the chief of staff of the military unit or the guard (military unit) duty officer in the presence of the chief of the protected facility.

Assignment (removal) of sentries is noted in the guard report.

#### Internal Order in Guard Details

189. The guard detail is accommodated in the guardroom, which contains:

- a common room;
- the office of the officer of the guard and his assistant;
- a break room;
- a mess hall;
- a room for washing, weapon cleaning, smoking and cleaning of footwear;
- a drying room;
- a toilet;
- a storeroom;

- a room for the old guard detail with a separate entrance.

(See Attachment No 3 for an example of guardroom equipment).

190. No one on the guard detail **may leave** the guardroom **without permission** of the officer of the guard.

191. Quiet and order must be maintained in the guardroom. Personnel of the guard detail **are permitted**: to write, read, play chess and checkers, watch television and listen to radio through headphones, and remove headgear and overcoats but not personal gear.

192. **Resting lying down** (sleeping) without removing personal gear and without undressing is permitted:

- for the officer of the guard—for not more than 4 hours during daylight;
- for the assistant officer of the guard—for not more than 4 hours, with the permission of the officer of the guard;
- for the corporal of the guard, during free time, with the permission of the officer of the guard;
- for guard members of three-shift posts—prior to assuming posts;
- for guard members of two-shift posts—upon returning from posts and until their return.

Resting guard members and corporals of the guard are permitted to remove footwear and footcloths for drying.

193. Assault rifles (carbines) and machineguns are placed in weapon racks unloaded, with the bolt locked and the hammer released.

Weapon racks must be equipped with an alarm system that gives warning when weapons are taken without the permission of the officer of the guard or his assistant.

194. When an **armed guard** is called out, all personnel of the guard detail dress, take up weapons and form up inside the guardroom in numerical order.

When the guard detail is called out from the guardroom (except in the case of fire or natural disaster), the assistant officer of the guard or the corporal of the guard or one of the guard members remains in it.

195. **Food for personnel** of guard details working away from the military unit's location is delivered by order of subunit commanders or the military unit duty officer. If the guard detail is inside the military unit, the officer of the guard organizes food delivery.

Food must be heated in the guardroom as necessary.

**Hot tea** must be available around the clock.

196. **Maintenance of cleanliness and order** in the guardroom and near it is assigned to the personnel of the guard detail under the supervision of the assistant officer of the guard or the officer of the guard himself. In addition the guardroom must be disinfected once a month.

197. In winter, the guardroom must be kept at a temperature of not less than +18°.

In winter and summer the guardroom must be aired, without permitting drafts.

Lighting must be subdued in the break room.

An emergency power supply must be foreseen for lighting and alarm systems in the event of power shut-down; in addition there should be kerosene lamps in the guardroom (equal to the number of rooms).

When the guardroom is outside the military installation, windows are covered with indoor shutters for the night.

197. [sic] The guardroom is supplied with the following for firefighting: fire extinguishers, boxes of sand, a barrel of water, buckets, shovels, axes, crowbars and hooks.

198. Pads on which to form up the guard detail and a place for loading and unloading weapons are set up in front of the guardroom.

The vestibule at the entrance to the guardroom is used as a place to check the documents of persons visiting the guard with the purpose of relieving the guard, conducting inspections, opening facilities and surrendering them for protection, and so on.

199. A sentry is posted at the entrance to protect the guardroom. This sentry is one of the guard members of the alert shift. Special guard members may be appointed to guard details protecting especially important facilities. A guardroom located inside a facility or on the territory of a military unit is not protected; in this case the entrance doors are equipped with a peephole, and are locked from within.

#### Admission to the Guardroom and Into Facilities

200. Admission into the guardroom is permitted to persons arriving:

- to relieve the guard;
- to inspect the guard;
- to open protected facilities;
- to put facilities under guard.

201. A password is required of the officer of the guard of the new guard detail arriving for relief.

202. All persons visiting to inspect the guard present a one-time certificate attesting to their right to inspect the guard (Attachment No 5g), issued by the garrison commanding officer or commandant (military unit commander), and personal identification. Only the guard (military unit) duty officer and his assistant, the commander of the military unit, and the commander of the subunit from which the guard had been detailed have the right to inspect the guard without the one-time certificate.

203. Persons visiting to open protected facilities present:

- a permit to open the facility (Attachment No 5h);
- a document confirming the visitor's identity;
- a stamp (a stamping tool).

204. In this case the officer of the guard:

- checks the visitor's documents;
- keeps the presented permit (a permanent permit is returned when the facility is closed);
- checks the name and position against a list in the guardroom, and the stamp (stamping tool) against samples;
- makes an entry in the guard report: "On such and such a day, month and year, at such and such a time, per permit No , the POL storehouse was opened (closed)," and then he and the person who had come to open (close) the storehouse affix their signatures beneath this entry. The documents are inspected and checked against the lists and samples by the officer of the guard through the vestibule.

The officer of the guard grants access to the facility precisely on the basis of the requirements in the list of posts.

205. If the facility is opened for not more than 1 hour, then the sentry is not relieved from the post. When the facility is opened for more than an hour the officer of the guard acts in accordance with instructions in the list of tables.

206. The list of persons having the right to open particular facilities is announced in a garrison (military unit) order.

Samples of permits with authentic signatures, lists of persons having the right to open particular facilities, and samples of stamp (seal) impressions are attested by the garrison commanding officer (military unit chief of staff), and they must be located in the guardroom.

#### Inspection of the Guard

207. The guard must be inspected by:

- the guard (military unit) duty officer and his assistant, if he is an officer;
- the commander of the subunit from whom the guard is detailed, and his deputies.

The guard is inspected by garrison (military unit) officials according to a schedule approved by the garrison commanding officer (military unit commander).

Guard details located on the territory of a railroad (water) section, a station (port) and an airport, as well as guard details riding on transportation together with military cargo passing through these territories, must be inspected by the military commandants of the sections, stations, ports and airports.

208. Persons arriving to inspect the guard from higher headquarters are obligated to present, to the garrison commanding officer (military unit commander), a

written order, authenticated by a seal, from the superior on whose instructions they were appointed to inspect the guard.

A one-time certificate signed by the garrison commanding officer or commandant (military unit commander) is issued to them on the basis of the order; this certificate is presented together with identity documents to the guard (military unit) duty officer. The guard (military unit) duty officer or his assistant escorts the inspector to the guardroom.

Officers of the same military unit inspect the guard without the escort of the military unit duty officer or his assistant.

209. Persons inspecting the work of sentries are escorted among the posts by the officer of the guard or his assistant together with one or two armed guards. The latter keep a closer watch of the facility during the inspection.

210. Inspecting the work of a sentry by stealthily approaching the post, attempting to take the sentry's weapon away from him and so on is prohibited. Admonitions are not addressed to sentries.

211. Inspectors record the inspection results and their instructions in the guard report.

#### **Actions of the Guard in Response to an Attack Upon Protected Facilities, Natural Disaster and Fire**

212. When protected facilities are attacked, and in the event of a natural disaster and a fire, guard details act in accordance with their instructions. In all of these cases the officer of the guard is obligated to call out an armed guard and to act in accordance with instructions and depending on the situation.

If necessary, the officer of the guard opens the boxes containing the reserve of live cartridges, grenades and fuze assemblies.

213. In a natural disaster (flood, earthquake, sand-storm) the officer of the guard orders the sentries to move to a safe place from which they could continue to keep watch over the protected facility, and takes steps to rescue protected property.

A sentry who has not received a command from the officer of the guard to move and who sees that his life is in danger is obligated to move on his own to a safer place while keeping watch over the facility.

214. The officer of the guard organizes firefighting efforts at a protected facility or in the guardroom using the guard detail, and he simultaneously summons the firefighting team and takes steps to rescue property.

215. Whenever unusual incidents occur in the guard detail, the officer of the guard is obligated to immediately report to the guard (military unit) duty officer.

#### **Use of Weapons by Guard Detail Personnel**

216. Weapons are used when an attack is made upon a sentry, protected facilities or the guardroom.

217. All persons approaching a post or a forbidden zone are challenged by the sentry shouting "Halt, who goes there?" or "Halt, go back," "Halt, detour right (left)." When this demand is ignored, the sentry (boldwarns the violator by shouting "Halt, or I'll shoot."

If the violator ignores this demand, the sentry fires a warning shot in the air.

When the violator attempts to penetrate to the post (cross the forbidden boundary), the sentry uses his weapon against him.

218. The sentry uses his weapon without warning in the event of a clear attack upon his person or upon the facility he is protecting.

219. If during relief of the sentry the person who has identified himself as the officer of the guard (assistant, corporal of the guard) is found to be a stranger or if persons accompanying him ignore the sentry's demand to stand in place, the sentry warns the violators by shouting "Halt, or I'll shoot." When the violators ignore this demand, the sentry uses his weapon against them.

220. When it becomes necessary to enter into hand-to-hand combat to defend himself or the protected facility, the sentry must act with the bayonet and rifle stock.

221. In extreme cases requiring immediate action or when communication and alarm systems are down, the sentry may summon the officer of the guard or corporal of the guard to the post by firing into the air.

222. On hearing a shot or gunfire, sentries at other posts and at the guardroom are obligated to report this to the officer of the guard by means of communication resources and to redouble their vigilance.

223. The officer of the guard has a right to use a weapon without warning, on his own and together with the guard detail, in the event of a clear attack upon protected facilities, sentries or the guardroom.

#### **Chapter 7. Rights and Responsibilities of Persons of a Guard Detail**

##### **Officer of the Guard**

224. The officer of the guard is responsible:

- for protecting and defending facilities assigned to the guard detail;
- for the combat readiness of personnel of the guard;
- for proper work of the personnel of the guard;
- for keeping communication and alarm systems and fire extinguishing resources at the posts and in the guardroom in good working condition;

- for the serviceability of transportation resources;
- for proper storage of ammunition in the guardroom;
- for documents and property in the guardroom listed on an inventory;
- for maintaining proper order in the guardroom.

225. The officer of the guard has the right to use a weapon in accordance with Article 223.

226. The officer of the guard is obligated:

- to know the mission of the guard detail and the instructions to the officer of the guard;
- to demand precise fulfillment of duties by personnel of the guard;
- to accept the guardroom from the officer of the guard of the old guard detail in accordance with an inventory;
- to check, by means of an external inspection conducted personally together with the officer of the guard of the old guard detail, the condition of the most important protected facilities indicated in the instructions;
- to write down all shortcomings revealed at posts in the post report and to report them to the guard (military unit) duty officer;
- to send reliefs to posts at the established time, and to remind guard members of the particular features of work at each post;
- to allot personnel of the guard into reserve groups and give them tasks to be carried out in the event of an attack or a fire in accordance with the instructions to the officer of the guard;
- to personally check the work of sentries; to periodically send his assistant and corporals of the guard out on inspections;
- to go to a post personally or to immediately send his assistant or a corporal of the guard in the event of a summons by a sentry, or if a report (signal) is not received from him at the established time;
- to admit into the guardroom only persons having the right of entry (Article 200);
- to replace ill personnel of the guard detail by way of the guard duty officer;
- to make entries in the guard report regarding relief of the guard, persons admitted, inspections, relief of sentries and so on;
- to report relief of the guard to the guard (military unit) duty officer.

227. If any kind of shortcoming is revealed at a post at the time of relief, the officer of the guard goes to the post and, on establishing the nature and cause of the shortcoming, orders the sentry to quit his post; he reports the revealed shortcoming to the guard (military unit) duty officer.

228. When any person of the guard fails to fulfill his duties or when a violation is committed, the officer of the guard implements the necessary measures and reports this to the guard (military unit) duty officer.

The violation is analyzed in the subunit.

229. In the event of sudden illness, the officer of the guard reports this to the guard (military unit) duty officer and acts according to his instructions.

When one of the corporals of the guard falls ill, the officer of the guard delegates his responsibilities to his assistant, or carries them out personally. He reports this to the guard (military unit) duty officer.

230. The officer of the guard is obligated to call out an armed guard in response to an attack upon protected facilities or the guardroom, in response to a fire, in response to a natural disaster, as well as when an alarm is sounded in the garrison (military unit) and when so ordered by persons inspecting the guard.

An interior guard is also summoned with arms during a general regimental inspection.

231. When emergency situations arise in the guard (an attack, a fire, a natural disaster), the officer of the guard acts in accordance with instructions, and implements the appropriate measures depending on the situation.

232. The officer of the guard admits only the following persons into the guardroom unhindered:

- the garrison commanding officer (military unit commander);
- the garrison commandant;
- the assistant to the commandant;
- the guard (military unit) duty officer;
- the assistant guard duty officer;
- the commander of the subunit from which the guard had been detailed, and persons accompanying them.

233. The officer of the guard admits other persons into the guardroom after establishing the purpose of the visit and the identity of the visitor on the basis of documents, and inspects their permit or one-time certificate attesting to the right to inspect the guard.

The officer of the guard reports visits by these persons to the guardroom to the guard (military unit) duty officer.

With the exception of persons coming to inspect the guard, no one is admitted into the guardroom and into protected facilities during relief of the guard.

234. When persons visit the guard to inspect it, the officer of the guard introduces himself to the visitor. For example: "Pan Colonel. Officer of the guard Lieutenant Petrenko," and if the visitor so demands, he reports the situation in the guard detail.

235. When the officer of the guard receives instructions from superiors to whom the guard detail is subordinated by way of other persons, he is obligated to ask these persons for the password. If the officer of the guard doubts the correctness of the instructions, he has the right to check them out by any means he finds convenient.

**Special Duties of the Officer of the Guard Associated  
With Protecting the Colors of the Military Unit  
(Combined Unit)**

236. The officer of the guard bears special responsibility for protecting the Colors of the military unit (combined unit).

237. At the time of relief of the guard he is obligated to personally accept, from the officer of the guard of the old guard detail, the Colors in their sealed cover or in their sealed glass cabinet, after checking the condition of the cover (cabinet) and the seal and comparing the seal with an impression of it. Having satisfied himself with the condition of the cover (cabinet) and seal, he orders the corporal of the guard and a sentry to take the Colors under guard.

238. The Colors are handed over by the officer of the guard only to the chief of staff of the military unit (combined unit) or his assistant (deputy) upon his presentation of a permit signed by the commander of the military unit (combined unit) for each instance of bringing out the Colors.

239. Having accepted the Colors, the chief of staff or his assistant (deputy) removes the cover, and in the presence of the officer of the guard he checks for the presence of the Colors in accordance with the list of tables, and the condition of orders, order ribbons, the color cloth, the tip and the staff. After this the officer of the guard makes an entry in the guard report. For example: "On such and such a day, month and year, at such and such a time the Colors of the military unit were issued together with orders and order ribbons on the basis of permit No ; the officer of the guard and officer who accepts the Colors sign beneath this entry. The officer of the guard retains possession of the written permit.

240. When the Colors are returned to the protection of the guard detail, the officer of the guard checks their presence in accordance with the list of tables, and the condition of orders, order ribbons, the color cloth, the staff and the tip, and sees that the Colors are furled properly by the color bearer or assistants. After the cover is placed over the Colors (after the Colors are placed in the cabinet) and the cover (cabinet) is sealed, the officer of the guard compares the seal with the seal impression in his possession and orders the corporal of the guard and sentry to put the Colors under guard. After placing the Colors under guard the officer of the guard makes a corresponding entry in the guard report, together with an indication of what orders and order ribbons were received, and in what numbers; then the officer of the guard and the officer who turned in the Colors sign beneath this entry.

241. After relief of the guard, the written permit is turned in together with the guard report.

242. If after the Colors are issued the sentry is relieved from his post, the appropriate entry is made in the guard report regarding his relief from his post and posting of a new sentry there.

243. When the Colors post is threatened by danger (fire or natural disaster), the officer of the guard personally takes steps to rescue the Colors.

**Assistant Officer of the Guard**

244. The assistant officer of the guard is subordinated to the officer of the guard.

**He is obligated:**

- to know the responsibilities of the officer of the guard and to fulfill them in the absence of the officer of the guard or while he is resting;
- to accept the guardroom and the equipment, inventory and property it contains on the basis of a list at the time of relief of the guard;
- to send sentries out for relief of posts when so instructed by the officer of the guard, and to check the work of the sentries;
- to draw up the schedule for relieving sentries at the entrance to the guardroom, and to relieve them;
- to see that the guardroom and territory adjacent to it are clean and orderly, and monitor stoking of stoves and lights;
- to see that personnel of the guard receive food on time;
- to escort, when so ordered by the officer of the guard, persons inspecting the work of sentries.

**Corporal of the Guard**

245. The corporal of the guard is subordinated to the officer of the guard and his assistant, and he carries out only their orders.

**246. The corporal of the guard is responsible:**

- for timely relief and posting of sentries at their posts;
- for proper surrender and assumption of posts by sentries.

247. The corporal of the guard has the **right to use a weapon** personally and together with the guard relief to repel an attack upon a sentry protecting a facility, and upon the guard relief.

**248. The corporal of the guard is obligated:**

- to know the characteristics of his posts, their locations and boundaries, the conditions of protection and defense, and the special duties of the sentry at each post;
- to accept facilities under guard, as well as stamp (seal) impressions, from the corporal of the guard of the old guard detail at the time of posting of sentries, in accordance with the list of posts;
- to remind members of the guard of their special duties prior to sending them to their posts;



- to see that guard members traveling to posts leave smoking and firestarting articles in the guardroom;
- to see that weapons are loaded and unloaded properly by guard members on leaving for posts and on returning from posts;
- to report relief of posts and their condition to the officer of the guard;
- to check the work of sentries subordinated to him when so ordered by the officer of the guard.

**249. During posting of sentries or their relief, the corporal of the guard is obligated:**

- to check the condition of the protected facility and the serviceability of communication resources, lighting and fencing by external inspection together with the corporal of the guard of the old guard detail;
- to see that the sentry and the guard member assuming his post **correctly conduct relief from and assumption of the post**;
- to **personally inspect** the presence and condition of locks, seals and cords, the condition of windows, bars, doors and walls of storerooms or the quantity of combat equipment under guard, and the presence and condition of communication resources, lighting, alarm systems, fire extinguishing equipment and post clothing;
- to **compare seals and stamps** with impressions of them;
- to **question the sentry being relieved** regarding everything he noticed during his time at the post;
- to **indicate to the new sentry the particular features of work at the given post**; the boundaries of the post on the ground; the most dangerous approaches to the facility; the locations of neighboring posts; the disposition of communication resources and alarm systems. To recall to him the actions to be taken when he or a neighboring post is attacked and in case of fire, and the signals to be used to communicate with the guardroom.

250. When the stamp (seal) is inconsistent with its impression, or when the quantity of vehicles (airplanes, guns and other equipment) under guard is inconsistent with the quantity indicated in the list of posts, and when any shortages are discovered at the time of assumption of (relief from) a post, the corporal of the guard **summons the officer of the guard**.

251. When a storehouse (depot, airplane parking pad, motor pool) is to be opened, the corporal of the guard goes to the post together with impressions of the stamps (seals), and **inspects the storehouse (depot, airplane parking pad, motor pool) together with the person who had come to open the facility**.

If according to the list of tables the sentry must remain at the post, the corporal of the guard **reminds him of his responsibilities** during this time.

252. At the time of relief of a sentry at an **opened storehouse**, the corporal of the guard tells the sentry

assuming the post who opened the storehouse or who was admitted to the vehicle parking area.

253. **After closing the storehouse (depot, airplane parking pad, motor pool), the corporal of the guard goes to the post together with the stamp (seal) impressions and personally, in the presence of the sentry and the person returning the storehouse (depot, airplane parking pad, motor pool) under guard, inspects the stamp (seal) and the condition of windows, bars, doors and walls; when accepting combat equipment on parking pads under guard, he checks the number of vehicles, airplanes and guns, and if they bear stamps (seals), he compares them with impressions in his possession.**

254. If it is impossible for the officer of the guard and his assistant to carry out their duties (due to illness, wounds), the **first corporal of the guard temporarily assumes their duties**, which he reports to the guard (military unit) duty officer.

#### Sentry

**255. A sentry is an inviolable person.**

The inviolability of a sentry consists of:

- special protection of his rights;
- his subordination to strictly determined persons—the officer of the guard, the assistant officer of the guard and his corporal of the guard;
- the responsibility of all persons to unquestioningly fulfill the demands of the sentry ensuing from the nature of his work;
- his right to use a weapon in cases indicated in these Regulations.

**256. The right to replace or relieve a sentry from his post is possessed only by the officer of the guard, the assistant of the guard and the corporal to whom the sentry is subordinated.**

In exceptional cases a sentry may be relieved or replaced by the guard (military unit) duty officer in the presence of his subunit commander.

257. **Upon assuming a post, the guard member must personally inspect and check the presence and serviceability of everything that is to be placed under guard in accordance with the list of posts in the presence of the corporal of the guard (officer of the guard or his assistant) and the sentry being relieved.**

**258. The sentry is obligated:**

- to protect his post, to not allow himself to be distracted by anything, **to never let go of his weapon and never give it to anyone**, including persons to whom he is subordinated;
- to carry out his mission at the post with his **weapon loaded and the bayonet fixed, in a position always ready for use (Attachment 9); in this case a cartridge is not chambered**;

- when walking his appointed rounds, to attentively inspect approaches to the post and fencing, and to travel in such a way as to preclude surprise attack from around a corner and from cover available at the protected facility;
- not to leave his post until he is replaced or relieved;
- not to allow anyone except the officer of the guard, the assistant officer of the guard and his corporal any closer to his post than the distance indicated in the list of tables and designated on the ground;
- to know the route of travel of guard transportation, and its identifying marks and signals;
- to maintain communication with the guardroom using communication equipment or alarm systems;
- to summon the officer of the guard when anything out of the ordinary is discovered at the post or within the enclosure, and any kind of violations occur near his or an adjacent post;
- on hearing the barking of a guard dog, to report immediately to the guardroom via communication equipment.

259. The sentry is obligated to use his weapon as indicated in articles 216-222.

260. The sentry is prohibited from sleeping, sitting, leaning against anything, smoking, conversing, eating, drinking and relieving his natural urges.

The sentry may reply to questions only from the officer of the guard, his assistant, the sentry's corporal of the guard and persons conducting inspections.

261. In the event of fire at the post, the sentry immediately reports this to the guardroom, and takes steps to extinguish the fire without interrupting his observation of the protected facility.

262. In the event of his sudden illness (wounding), the sentry reports to the guardroom while continuing to serve duty.

263. The sentry at the Colors post fulfills his duty standing in the "at ease" position. When servicemen salute the Colors, the sentry assumes the position of "attention."

When accepting the Colors for protection, the sentry is obligated to check the serviceability of the cover (cabinet) and the seal on it. The Colors are issued only on orders from the officer of the guard and in his presence.

If the Colors post is threatened by danger (fire, natural disaster), the sentry carries the Colors to a safe place and summons the officer of the guard.

264. The sentry at an opened storehouse (depot, motor pool), or one serving duty while work is being done in a vehicle (airplane, gun or other combat equipment) parking area, fulfills duties indicated in the list of tables.

265. The sentry at the guardroom entrance is obligated to protect the guardroom and not allow anyone into it

except for the officer of the guard, the assistant officer of the guard and corporals of the guard.

All other persons who approach the guardroom are stopped by the sentry at the entrance to the guardroom territory; the sentry then summons the officer of the guard or his assistant.

The sentry immediately reports **signals he hears from posts** to the guardroom.

#### Transport Driver

266. The transport driver is responsible for constant readiness of transportation for immediate use to convey the guard detail.

He is subordinated to the officer of the guard and his assistant.

267. When so ordered by the officer of the guard and his assistant, the transport driver carries reliefs and guard inspectors to and from posts along routes indicated on the post location map.

He carries out the commands of the corporal of the guard when leaving for posts and returning from posts.

When leaving for relief of sentries, the driver must turn on the proper signal lights of the vehicle.

#### Chapter 8. Use of the Security Equipment Systems and Guard Dogs to Protect Facilities

##### Protection by Means of Security Equipment Systems and Security and Fire Alarms

268. Security equipment systems and security and fire alarms are used for the purposes of raising the reliability of protection to military and state facilities and reducing the number of guard personnel.

269. Facilities equipped with security equipment systems may be protected and defended by posting sentries, by means of alert duty by a monitoring and security group, or by a combined means.

Sentries are posted to protect armament and ammunition depots and other facilities requiring constant observation and reinforced security.

270. Alert duty by monitoring and security groups entails continuous monitoring of apparatus receiving signals from security equipment systems by an operator, periodic inspection of protected facilities by monitoring and security groups, and their constant readiness for action in the event that security equipment systems are activated.

271. Facilities are inspected on the basis of a schedule by a monitoring and security group comprised of a group chief and one or two guard members armed with assault rifles (carbines) and provided with cartridges.

The monitoring and security group chief must have a radio by which to communicate with guardrooms and with sentries at their posts.

272. During external inspection, the condition of fencing, the plowed strip, doors, windows, gates and walls of storehouses, the quantity and condition of stamps and seals, and operation of security equipment systems are checked.

273. The monitoring and security group travels in motor vehicles or on foot.

The motor vehicle in which the monitoring and security group travels must be equipped with recognition lights of different colors (Attachment 6). The combination of colors of the recognition lights must be known to sentries at their posts.

274. Upon arriving at a facility equipped with a security equipment system, the monitoring and security group tours and inspects the facility on foot.

If the facility is protected by a sentry, the monitoring and security group chief contacts the sentry by radio and drives around the outside perimeter of the facility.

275. Several schedules are drawn up in the headquarters of the military unit for travel along inspection routes so as to exclude uniformity in the movement of the monitoring and security group.

The schedules are kept with the guard (military unit) duty officer in a locked box.

The effective time of each schedule is determined by the chief of staff of the military unit.

276. The schedule of the monitoring and security group's radio communication with the guardroom and with sentries at their posts and of guards with the guardroom is drawn up by the headquarters of the military unit, and it is kept with the officer of the guard.

Attachment 7 is an example of a map showing movement of the monitoring and security group and describing its radio communication with the guardroom and sentries.

277. The receiving apparatus of security systems and security alarms is located in the guardroom, in a separate room specially designated for this.

278. Security equipment systems are kept in good working condition by an operational group of an organic security equipment system operation and maintenance subunit.

Personnel of the group are admitted into the guardroom and to posts in accordance with a procedure established by instructions to the officer of the guard.

279. Sentries at facilities are relieved by corporals of the guard as indicated in articles 179-188.

280. The security equipment system and alarm signal operator is subordinated to the officer of the guard.

He continuously monitors the signal receiving apparatus of the security equipment systems.

The operator is appointed from the organic security equipment system operation and maintenance subunit.

The duties of the security equipment system and the security alarm operator are determined by special instructions.

The officer of the guard or his assistant monitors the work of the apparatus while the security equipment system operator rests.

281. Besides general responsibilities, the instructions to the officer of the guard and the list of posts describe the responsibilities and procedures of action of officials of the guard detail when taking over security of facilities equipped with security equipment systems and returning them, the procedures by which they are inspected by monitoring and security groups, the routes of travel of sentries and of monitoring and security groups during the day and at night, and actions to take in response to activation of this equipment or its breakdown.

282. In the event of unsanctioned activation of a security equipment system and alarm signals, the officer of the guard summons an armed guard and immediately sends his assistant out with the monitoring and security group to clarify the situation. He reports this to the guard (military unit) duty officer.

When he receives notification of a fire by way of a fire alarm system, the officer of the guard summons an armed guard and acts in accordance with instructions.

283. When the security equipment systems and security alarms break down, the officer of the guard immediately reports to the guard (military unit) duty officer and reinforces security of facilities in accordance with instructions.

#### Protection by Guard Dogs

284. Guard dogs are brought in to reinforce security of a facility; they are used chiefly at night, and as an exception, during the day in poor visibility (rain, fog etc.).

285. Guard dog posts are set up on the most dangerous approaches, up to 80 meters in front of outside fencing (posts), with regard for the possibility for firing at the terrain in front of the dog.

286. Dogs are posted by the assistant officer of the guard for the guard dog service on the basis of orders of the officer of the guard. He posts the dogs under the escort of the assistant officer of the guard or the corporal of the guard.

The dogs are led by guard dog handlers, with each handler leading not more than two dogs, which are mandatorily muzzled.

287. The time of duty of a dog at a post must not exceed 12 hours a day, while at a temperature of -20° and lower it must not exceed 6 hours.

288. Dogs are relieved from posts also by the assistant officer of the guard for the guard dog service, under the escort of corporals of the guard and dog handlers.

289. The officer of the guard makes entries in the guard dog detail log and guard report regarding posting, relieving and replacing dogs at posts.

290. On receiving a signal from a sentry or on hearing the barking of a dog, the officer of the guard immediately sends the assistant officer of the guard for the guard dog service, the corporal of the guard and a dog handler to this post to clarify the situation.

291. The assistant officer of the guard for the guard dog service is appointed from among the seniormost guard dog handlers. He is responsible for timely posting of dogs and for the work of guard dog handlers.

He maintains a guard dog detail log. He checks the behavior of the dogs not less than once during the time that they are at their posts. The assistant officer of the guard for the guard dog service is obligated to be present during posting of guards.

292. Guard dog handlers are responsible for proper maintenance of guard dog posts and the good condition of gear for dogs. They are obligated to know the locations of the posts, the guard dogs of their shift and their behavior at posts.

#### **Chapter 9. Particular Features of Organizing and Serving Guard Duty**

##### **Organization and Conduct of Guard Duty in Separately Located Subunits**

293. Organization of security and defense of facilities, combat and other equipment and military property of separately located subunits is the responsibility of the commanders of the subunits, and it is carried out by patrol members detailed from these subunits and armed with organic weapons and equipped with portable radios.

294. Patrol members are part of the daily detail of the subunits, they are subordinated to the subunit commander, first sergeant and duty officer, and they serve as sentries in accordance with instructions approved by the military unit commander.

295. The instructions to the subunit duty officer and patrol members are written by the subunit commander with regard for the nature of the facility and local conditions.

The following are attached to the instructions to the subunit duty officer:

- a patrol route map;
- a list of persons having the right to open a storehouse or who are permitted to receive equipment and property;

- samples of permits;
- stamp (seal) impressions.

The following are spelled out in the instructions:

- the responsibilities of the subunit duty officer;
- the responsibilities of patrols, and the number of patrols;
- the patrolling time and procedure;
- particular features of patrolling individual sections of the route;
- the procedures patrols follow in the event of an attack, fire or natural disaster in response to a battle alarm;
- weapon use procedures;
- the procedure for admitting persons to protected facilities and onto protected territory.

296. Several schedules are drawn up for the work of patrol members so as to exclude uniformity in the movement of patrol members over time.

The patrolling schedules are approved by the subunit commander and kept with the subunit duty officer in a locked box.

The effective time of each schedule is determined by the subunit duty officer.

297. Live cartridges are provided to patrol members at the rate of two loaded magazines for every assault rifle and pistol, and 30 cartridges in clips for every carbine.

Cartridges are kept with the subunit duty officer in a separate box under lock and key, in the weapon store-room.

During the time that patrol members are in the subunit their weapons are stored in a separate weapon rack.

298. Patrol members are prepared for duty in accordance with articles 150-155.

299. The duty of a patrol member entails touring the subunit location on a route indicated on the patrol route map.

While making his rounds, the patrol member reports patrolling progress to the duty officer via communication equipment.

During daylight hours patrol members can provide security by observation from convenient locations or towers.

300. A patrol member is obligated:

- to alertly protect the facility, and to carry out his mission without interruption until he is replaced or relieved;
- to have possession of his weapon with the bayonet attached during duty, and to always be ready for action; a cartridge is not chambered in this case;

- to strictly observe the schedule and route of travel established for him;
- to know the signals established for communication with the subunit duty officer;
- to not distract himself from his mission (to not sit, smoke, talk with unauthorized personnel etc.);
- to know the procedures of action in the event of an attack, fire or natural disaster.

301. Inspection of the work of patrol members is organized by the subunit commander. Persons that are to inspect the work of patrol members are escorted by the subunit duty officer together with one patrol member on the free shift.

The provisions spelled out in articles 207-211 are followed when inspecting the work of patrol members.

302. Patrol members are relieved: during relief of the detail—by the subunit duty officer in the presence of the old subunit duty officer, as described for relief of sentries (articles 179-188);

subsequently, independently in accordance with the schedule, on the basis of a challenge and reply established by the subunit duty officer.

303. Prior to departure of a member of the patrol for duty, the subunit duty officer:

- issues a weapon and cartridges;
- recalls the features of duty during patrolling;
- monitors loading of the weapon.

304. Upon return from the patrol route, the patrol member unloads his weapon under the observation of the subunit duty officer, reports the patrol results and turns in his weapon and cartridges.

305. The order and location of rest for patrol members are determined by the subunit commander depending on the conditions of the subunit's disposition.

#### **Organizing and Serving Guard Duty During Transport of Troops and Military Cargo**

##### **Troop Transport**

306. Security is provided to combat and other equipment and to materiel during transport of troops by rail and water transportation by guard details appointed from the military units (subunits) conveyed in this transportation.

307. The composition of a guard detail is determined depending on the composition of the troop echelon and the situation.

308. The guard detail of a military echelon is accommodated in a personnel car (ship compartment) or in separate compartments of a passenger car.

In this case the Colors and boxes containing secret documents and money are conveyed and protected in this same rail car (ship compartment).

309. The headquarters of the military unit draws up the following for each troop echelon:

- the schedule of guard detail;
- the list of posts;
- instructions to the officer of the guard.

These documents are approved by the military unit commander and given to the **troop echelon chief** during preparation for transport.

310. The troop echelon chief determines:

- the procedure, place and time of posting of the guard;
- the procedure for relieving sentries.

311. Subordinates of the officer of the guard are:

- the troop echelon chief;
- the echelon duty officer and his assistant.

312. Besides fulfilling general responsibilities (articles 224- 235), the officer of the guard is obligated:

- to accept equipment and materiel (of an indicated quantity) to be protected in the presence of the troop echelon duty officer;
- to check that equipment and property fasteners are serviceable, that doors and hatches are closed reliably, and that seals have not been broken;
- to relieve sentries in accordance with a procedure established by the troop echelon chief;
- to reinforce security of the troop echelon at stops;
- not to allow unauthorized persons to travel in protected rail cars, on decks and in ship compartments, and to allow access to protected equipment and property with the permission of the troop echelon duty officer;
- to immediately take steps to stop the train (aboard ship—to communicate with senior watch officer) in case of fire or discovery of anything that jeopardizes the safety of travel or the integrity of protected equipment and property;
- upon arrival at the destination, to surrender protected equipment and property in the presence of the troop echelon duty officer and to act subsequently as instructed by the troop echelon duty officer.

313. Sentries are positioned in accordance with the list of posts. A sentry is subordinated to the officer of the guard and the corporal of the guard.

Besides fulfilling responsibilities (articles 255-262), the sentry is obligated:

- on assuming his post, to verify by external inspection the presence of protected equipment and property as indicated in the list of posts, the serviceability of fasteners and shelters, and the integrity of seals on rail car (ship compartment) doors;
- to keep protected rail cars (decks, ship compartments) under observation while en route and at stops;

- to not allow anyone to travel in protected rail cars (decks, ship compartments) without the permission of the officer of the guard;
- to admit transportation workers for work only with the permission of the officer of the guard; to keep them under observation during work;
- in case of fire or detection of anything threatening the safety of travel or the integrity of equipment or property, to immediately take steps to stop the train with the emergency brake, and in its absence, to transmit prearranged signals; aboard ship—to report to the senior watch officer.

314. As a rule the officer of the guard rests while the train (ship) is in motion, alternating with the corporal of the guard or with one of the members of the guard. The guard members rest in rotation with the permission of the officer of the guard.

315. Sentries are relieved at stops and, when possible, every 2 hours in summer and every 1 hour in winter.

[27 May 92 pp 1-3]

[Text]

#### Protection of Military Cargo During Transport

316. Transportation conveying military cargo is protected by guard details appointed **from units and subunits protecting and escorting military cargo or from other military units.**

317. The guard detail serves duty **without relief** from the loading point (point of origin) to a point indicated by the officer of the guard.

318. The guard detail is accommodated in an equipped escort rail car (ship compartment).

319. Several guard details traveling in the same direction may be accommodated in one rail car (ship compartment); one of the officers of the guard is designated the person in charge in this case. Such accommodation is the right of the commandant of the railroad (water) section and station (port).

320. Sentries are located:

- **while the train is in motion—on the brake platforms** (platforms) of the rail cars they are protecting, or near them;
- **on flatcars** with a special enclosure;
- in the rail car in which the guard detail is accommodated, in the nearest **personnel car**;
- **while the train is standing**—near protected rail cars and on both sides of them, with each sentry being assigned to protect one side of the rail cars.

321. When a ship is in motion, sentries are located at the protected equipment or property on decks or in ship compartments; at positions—on either side of the deck, by ladders, and when necessary, on the mooring (shore) as well.

322. When protecting military cargo conveyed by air transportation, sentries are located: during flight—in cabins; at the airfield—by the aircraft.

323. **Prior to departure, the officer of the guard must obtain the following in the military unit:**

- a temporary duty assignment order;
- a certificate of established format attesting to his appointment as officer of the guard;
- weapons, and ammunition for them;
- a list of posts;
- food for the trip and food vouchers;
- money for bathing and for newspapers;
- food cooking and eating utensils;
- underwear at a rate of one outfit for 7 days;
- outfits of post clothing;
- bedding;
- signal flags and lanterns;
- military transport documents for return to the military unit.

324. Prior to departure of the guard detail from the military unit, the chief of staff or commander of the military unit inspects the guard detail, checks to see that it is provided for, briefs the officer of the guard and ensures timely arrival of the guard detail at the cargo receiving point.

325. The cargo shipper is obligated to meet the guard detail when it arrives to protect cargo en route, and to accommodate its personnel.

326. The officer of the guard is **subordinated** to the commandants of stations, sections, ports and airports along the transportation route, and to the officer (or shore)based or seagoing warrant officer accompanying the cargo.

Aboard ship, he is subordinated to the ship commandant or ship captain.

327. **Besides fulfilling general duties foreseen by these Regulations, the officer of the guard is obligated:**

- to appear before the cargo shipper together with the guard detail not later than 3 hours prior to loading, and to present to him the certificate attesting to his appointment as officer of the guard;
- to obtain from the cargo shipper two copies of the cargo inventory bearing a statement indicating that the cargo had been switched to traveling configuration;
- to obtain the list of posts, instructions, and a description of the properties of the cargo and the conditions of its transport and surrender;
- to accept the cargo on the basis of an inventory from the cargo shipper or the old guard detail, and to conduct an external inspection of the condition of the rail cars (ship compartments), the reliability with which doors, hatches and gates are secured and locked, and the correspondence of seals to identification marks;

- to see that the established rules of protecting conveyed cargo are observed;
- to report the following personally or by telephone (telegraph) to station, section, port and airport commandants:
  - incidents;
  - violations of transport rules;
  - delays en route;
  - the need for obtaining food products, fuel and lighting equipment;
- arrival of the transportation at the destination and surrender of the cargo to the recipient;
- not to allow anyone to ride in protected rail cars, on decks, in ship compartments and in aircraft cabins;
- to admit transportation workers for inspection, lubrication, repair and so on only under the observation of a sentry;
- when surrendering the cargo, to verify the cargo recipient's documents allowing him to receive the cargo, and to surrender the cargo to him with the shipper's seals in accordance with the inventory; one copy of the inventory signed by the cargo recipient and authenticated with a seal is retained by the officer of the guard;
- when a train is reformed, to see that all protected rail cars are included in the train.

328. In the event of fire, or discovery of something that threatens the safety of travel or the integrity of the cargo, the officer of the guard is **obligated** to take all necessary steps to extinguish the fire or correct the problem.

329. When a rail car is **unhitched** from a train because of a technical problem, and when it is necessary to unload the cargo, the officer of the guard is **obligated**: to draw up a document regarding this in two copies and to have it witnessed by the station commandant or chief; to appoint two guards to protect the unhitched car or unloaded cargo, to give one of the copies of the document to the seniormost guard, to brief him on the procedures of protecting and surrendering the cargo at the destination and the procedure for returning to the military unit, and to provide money and food to the members of the guard.

Upon reaching the destination the officer of the guard gives the cargo shipper, and requires him to sign for, the second copy of the document regarding the unhitched car or unloaded cargo.

330. The officer of the guard is **prohibited from showing the inventory** of protected rail cars (ship compartments, aircraft cabins) to anyone besides the station, section, port and airport commandants.

331. The officer of the guard and cargo escorts are granted the right to free use of the transport vehicle's communication equipment to transmit reports regarding protection and progress of the transportation.

In telegrams, the officer of the guard or cargo escort must precede his signature with the abbreviated telephone address "NKR" ("Officer of the Guard").

332. Sentries fulfill their duties of protecting military cargo in accordance with Article 313.

333. **The military unit commander who is the cargo recipient is obligated:**

- to provide for accommodation and rest of guard personnel and, when necessary, for their bathing;
- when necessary, to provide additional food and travel money to the guard detail;
- to arrange for the return of the guard detail to its military unit.

334. Individual members or the entire guard detail are replaced by an order of the chief of the garrison on the territory of which the need for this arose.

335. **Upon returning to his military unit, the officer of the guard is obligated:**

- to report mission fulfillment to the unit chief of staff (commander);
- to turn in weapons and ammunition;
- to turn in received property;
- to account for expended money and food;
- to turn in cargo escort documents.

336. When protecting cargo conveyed by motor vehicle, one post may include up to 10 motor vehicles depending on the transport conditions and importance of the cargo.

The officer of the guard is subordinated to the person in charge of the motor vehicle column and to the person escorting the cargo.

337. During travel, sentries are accommodated inside the motor vehicle bodies: one in the lead vehicle, another in the middle, and the third at the tail.

During travel and at short halts, the sentries all work together, while at long halts they work in shifts.

338. **A sentry is obligated:**

- to see that conveyed cargo is secure during travel and at halts;
- not to allow unauthorized persons to ride in motor vehicles without the permission of the office of the guard;
- to transmit prearranged signals to the drivers and the officer of the guard as necessary;
- at halts, to allow only persons who have permission from the officer of the guard to approach protected motor vehicles.

#### Attachments

##### Attachment 1 to Articles 17, 47. Example of Accommodating and Equipping the Garrison Commandant's Administration

1. A separate building or a separate interior space must be reserved for accommodation of the garrison commandant's administration.

## (1) Книга учета (список) задержанных

военнослужащих в \_\_\_\_\_

(2) наименование \_\_\_\_\_

(3) гарнизона \_\_\_\_\_

(1) № стр.	(4) В/звание	(5) Фамилия, имя, отчество	(6) № войсковой части (наименование уч. заведения), ее почтовый адрес, подчиненность	(7) Время задержания и за что задержан	(8) Кому сообщено или какие приняты меры
1	2	3	4	5	6

## Key:

1. Record book (list) of detained servicemen in
2. Name
3. Garrison
4. Rank
5. Last name, first name, patronymical
6. Number of military unit (name of institution, service), its mailing address, subordination
7. Term of and reason for detention
8. Person informed or measures implemented

## 2. The building or interior space must have:

- a room for accommodation of the garrison commandant's administration;
- a room for the guard duty officer and his assistant;
- a patrol room;
- a room for registering servicemen arriving in the garrison;
- rooms for temporarily detained servicemen, separate for officers, warrant officers, privates and NCO's;
- a personal service room.

## 3. The guard duty officer's room must contain:

- a desk;
- three or four chairs;
- a document storage box;
- a couch for rest;
- a closet or a cloakroom for outer clothing;
- a clock;
- an outdoor thermometer;
- a water pitcher and glasses;
- telephones and a telephone directory;
- documents necessary for duty;
- emergency lighting;
- firefighting equipment.

## 4. The patrol room must contain:

- a table and chairs;

- trestle)beds;
- a closet or cloakroom for outer clothing;
- a water pitcher and glasses;
- a television set, newspapers, magazines;
- necessary visual aids;
- a weapon storage rack.

5. Rooms for temporarily detained servicemen must contain cots, and there must be bars on the windows.

6. The procedures of housekeeping and maintenance of the space occupied by the garrison commandant's administration are determined by the garrison commanding officer.

7. Data on detained servicemen are entered in a record book.

NOTE: Entries in the record book of detained servicemen are signed at the end of the day by the on-duty assistant to the commandant (by the guard duty officer).

#### Attachment 2 to Articles 13, 15. Procedures of Maintaining Records on Servicemen on Leave and Temporary Duty Assignments

1. Upon arriving at his place of leave, every serviceman must be put on record at the commandant's administration or in the nearest military commissariat, and he must be taken off record prior to departing for his place of duty.



[illegible]

1. Rank
2. Last name, first name, patronymical
3. Of what military unit
4. Purpose of visit
5. Number and date of temporary duty assignment order or leave document
6. Address, place of residence while on leave
7. Required date of return to military unit
8. Reason for delay and for how long
9. Taken off record
10. Day, month

4. A record book of servicemen in the following format is maintained in the garrison military commandant's administration and in the military commissariat:

- a document inventory;
- a list of equipment, inventory and property;
- instructions to the officer of the guard;
- a post location map, a list of posts;
- samples of stamp (seal) impressions;
- regulations;
- telephones, signaling systems;

- an ammunition box;
- table and chairs;
- a pen and pencil set;
- a water pitcher and glasses;
- a cloakroom;
- a butt can;
- a couch for rest (a bed);
- emergency lighting.

### 3. The vestibule must have:

- a table and a chair;
- a pen and pencil set;
- main and emergency lighting;
- pass samples;
- a sample of the one-time certificate attesting to the right to inspect the guard;
- a list of officials having the right to open storehouses, depots, motor pools, parking areas.

4. The room for the resting guard shift must have semisoft trestle-beds (beds), together with pillows and pillow cases equal to the number of members of the guard, issued on a daily basis.

### 5. The mess hall must have:

- enough tables and chairs for two-thirds of the guard personnel;
- a cabinet for dishware and food;
- an outfit of dishware and flatware for all guard personnel;
- a drinking water barrel;
- an electric or gas range with which to heat food;
- a water boiler or kettle, and a teapot;
- a dishpan.

6. Places for smoking and for cleaning weapons and footwear must have: a weapon cleaning table, a rag box, benches, butt cans and footwear cleaning accessories.

### 7. The room for the old guard detail must have:

- a table and chairs for personnel of the old guard detail;
- a weapon rack;
- a television set (radio receiver).

8. There must be footwear cleaning devices at the entrance to the guardroom.

9. The necessary reserve of fuel, lamps and kerosene, and brushes, brooms, an axe, a shovel and other articles are stored in the storeroom.

A trash bin is installed near the guardroom.

## Attachment 4 to Article 122. The Territory of a Facility and Post Equipment

1. The territory on which protected facilities are located must be fenced as a rule.

The territory on which centrally subordinated as well as other important facilities (armament, ammunition and

fuel depots, etc.) are located must possess inner and outer fencing. The distance between the outer and inner fencing is determined depending on local conditions, and it may be 10 meters or more. The height of the fencing must be not less than 2 m.

For convenience of observing approaches to the protected facilities, watchtowers equipped with communication and signaling equipment and searchlights may be installed in the gaps between the fences. The height of the watchtower must allow the sentry to see the territory of his post and the approaches to it.

Signs that are readily visible during the day and at night are installed at the approaches to territory containing unfenced protected facilities. For example, "Entry (by foot or by vehicle) prohibited," "Detour right (left)," with arrows indicating directions.

2. In the necessary cases a zone forbidden to unauthorized persons may be established around facilities located outside the territory of a military unit, on coordination with local government organs.

The boundary of the forbidden zone must be marked by readily visible signs reading "Forbidden zone, entry on foot (by vehicle) prohibited."

3. Depending on local conditions, the greatest possible field of view and field of fire (not less than 50 m) must be provided for the sentry on the territory of his post; consequently the territory around the post must be cleared of shrubbery, trees must be thinned, lower branches must be pruned to a height of 2.5 m, grass must be mowed, and unnecessary objects must be removed. The distance beyond which unauthorized personnel may not approach the post must be marked by signs visible to the sentry during the day and at night.

The sentry must be afforded conditions for duty at his post such that he could make rounds of the post territory unhindered, or observe the territory from a point.

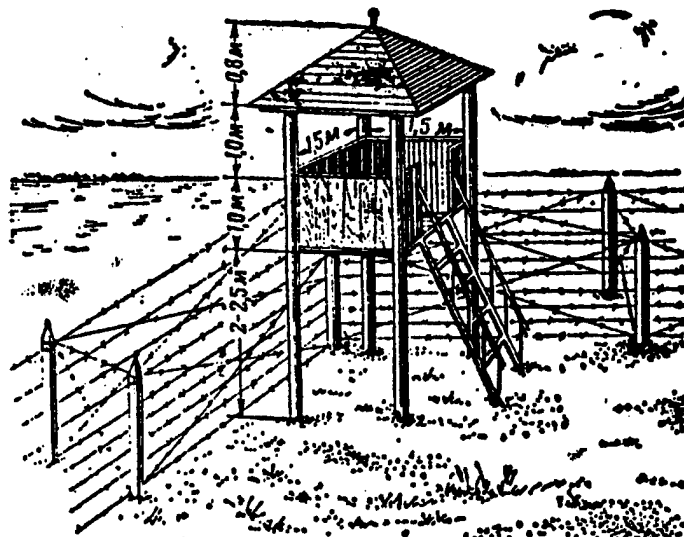
When there are several posts on the territory of facilities, the boundaries of each post are marked on the ground by signs.

4. Emplacements are dug and equipped to defend the most important posts and guardrooms.

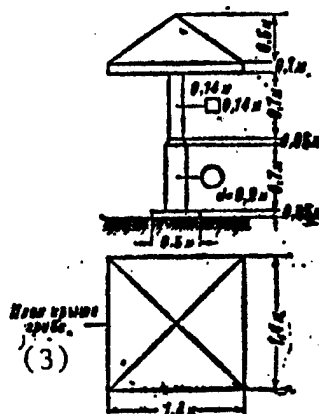
5. Approaches to a post and to the protected facility must be lit at night.

Lighting is installed in such a way that a sentry standing at his post or moving over the territory of the post is always in shadows.

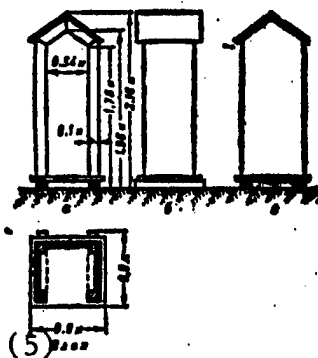
6. The post is furnished with a feedback-equipped signaling system that must provide the sentry not less than six points of communication with the guardroom. In addition the sentry is given a portable radio for communication with the officer of the guard.



Наблюдательная вышка  
(1)



(2) Постовой гроб



(4) Постовая будка:  
а — вид спереди; б — вид сбоку; в — вид сзади

Key:

1. Watchtower
2. Sentry shelter
3. Shelter roof plan
4. Sentry box: а)front view; б)side view; в)back view
5. Plan

7. Fire extinguishing resources must be present at each post.

8. There must be a sentry box or a sentry shelter for storage of post clothing at each outdoor post. The sentry box and shelter are painted the same color as the protected facility or the surrounding terrain.

See figures for the dimensions of a watchtower, a sentry box and a sentry shelter.

Attachment 5a to Article 140. Guard Schedule. Secret  
(When Filled In)

NOTE: The rank of the person assigned to be officer of the guard is indicated in column 8: officer, warrant officer, NCO, petty officer.

**«УТВЕРЖДАЮ»  
(1) КОМАНДУЮЩИЙ  
ОПЕРАТИВНОГО  
НАПРАВЛЕНИЯ**

ВОИНСКОЕ ЗВАНИЕ, ПОДПИСЬ (2)

« » 19 \_\_\_\_ года (3)

**Расписание караулов (4)**

(5) гарнизона \_\_\_\_\_

(6) наименование пункта \_\_\_\_\_

Номера караулов (7)	Наименование охраняемых объектов (8)	Число постов (9)					Состав караулов (15)							Примечание (23)
		С тремя сменами часовых (10)	С двумя сменами часовых (11)	Постов с ТСО (12)	Постов с караульных собак (13)	Всего постов (14)	Начальник караула (16)	Помощник начальника караула (17)	Оператор ТСО (18)	Разводящих (19)	Караульных (20)	И т. д. (21)	Всего людей (22)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

(24) НАЧАЛЬНИК ГАРНИЗОНА \_\_\_\_\_

(ВОИНСКОЕ ЗВАНИЕ, ПОДПИСЬ) (25)

(26) ВОЕННЫЙ КОМЕНДАНТ ГАРНИЗОНА \_\_\_\_\_

(ВОИНСКОЕ ЗВАНИЕ, ПОДПИСЬ) (25)

**Key:**

1. Approved, operational sector commander
2. Rank, signature
3. Year
4. Guard schedule
5. Of garrison
6. Name of installation
7. Guard detail number
8. Names of protected facilities
9. Number of posts
10. With three shifts of sentries
11. With two shifts of sentries
12. Posts with security equipment systems
13. Guard dog posts
14. Total posts
15. Composition of guard details
16. Officer of the guard
17. Assistant officer of the guard
18. Security equipment system operator
19. Corporal of the guard
20. Members of the guard
21. Etc.
22. Total personnel
23. Remarks
24. Garrison commanding officer
25. Rank, signature
26. Garrison commandant

**«УТВЕРЖДАЮ»**  
**(1) НАЧАЛЬНИК ГАРНИЗОНА**  
**(КОМАНДИР ВОИНСКОЙ**  
**ЧАСТИ)**

---

(военское звание, подпись) (2)

19 \_\_\_\_\_ года. (3)

**(4) ТАБЕЛЬ**

**ПОСТАМ** \_\_\_\_\_

(5) (6) (гарнизонного, внутреннего)

(7)  
караула № \_\_\_\_\_

(8) Состав караула и количество постов	(9) Номера разводя- щих и их постов	(10) Номера постов и что состо- ит под охраной	(11) Особые обязан- ности часовых
1	2	3	4
<b>Военный комендант гарнизона (начальник</b> <b>штаба воинской части) (12)</b>			
_____ (2) (военское звание, подпись)			

**Key:**

1. Approved, garrison commanding officer (military unit commander)
2. Rank, signature
3. Year
4. List of
5. Posts
6. Garrison, interior
7. Guard detail No
8. Composition of guard detail and number of posts
9. Numbers of corporals of the guard and their posts
10. Numbers of posts and what is protected
11. Special duties of sentries
12. Garrison commandant (military unit chief of staff)

The garrison guard schedule is drawn up by the garrison commandant, while an interior guard schedule is drawn up by the chief of staff of the military unit on the basis of the instructions of the garrison commanding officer (military unit commander) for organizing protection and defense of facilities with regard for their importance, fencing, availability of security equipment systems, and the conditions of their location on the ground. The guard schedule for guard details protecting facilities at the corps, army and central level possessing their own security subunits is drawn up by the chief of the military facility (depot, base).

**The guard schedule is approved:**

- for garrison and interior guard details of military schools—by the commander of the operational sector;

- for interior guards of military units—by the combined unit commander;
- for interior guards of military academies (institutes)—by the academy (institute) chief;
- for interior guards of military units at the corps, army or central level, as well as for interior guards detailed to protect and defend facilities at the same level possessing their own security subunits—by the corresponding immediate superiors.

**Attachment 5b to Articles 123, 141. List of Posts**

**NOTE:** The entire composition of the guard detail is listed in column 1. For example:

- officer of the guard, officer .....1
- assistant officer of the guard.....1

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- security equipment system operator .....1
- corporals of the guard.....3, etc.
- posts with three shifts of sentries.....2
- posts with two shifts of sentries.....2
- posts with security equipment systems.....6
- guard dog posts.4The names of the facilities are listed and the seals with which they are sealed and the number of seals are indicated in column 3. The special duties of sentries in application to the conditions of protecting and defending each post are indicated in column 4:
- the procedures followed by the sentry in case of attack, fire or natural disaster;
- particular features of serving duty during the day and at night;
- procedures for communicating with the guardroom and with the monitoring and security group;
- other.

#### Attachment 5c to Article 141. Post Location Map

The following are indicated on the post location map:

- post boundaries;
- forbidden zone boundaries;
- type of fencing;
- communication and signaling equipment;
- routes of travel by reliefs to posts;

- routes of travel by sentries during the day and at night;
- locations of emplacements, watchtowers;
- fire extinguishing resources and their locations;
- guard dog posts;
- the most dangerous approaches to posts.

#### Attachment 5d to Article 141. Instructions to the Officer of the Guard

The instructions present the special duties of the officer of the guard regarding protection and defense of facilities assigned to a guard detail.

The actions to be taken to reinforce security at night and in adverse weather are indicated.

The actions to be taken by the officer of the guard in the event of an attack upon protected facilities, in the event of fire or natural disaster, and in response to battle alarm signals.

Instructions for opening ammunition boxes.

#### Attachment 5e to Article 141. Schedule of Guard Detail

**NOTE:** 1. Duty subunits are listed in the guard report below. 2. The rank of the person appointed as officer of the guard is indicated in column 8: officer, warrant officer, NCO, petty officer

**«УТВЕРЖДАЮ»**  
**(1) НАЧАЛЬНИК ГАРНИЗОНА**  
**(КОМАНДИР ВОИНСКОЙ ЧАСТИ)**

**СЕКРЕТНО** (по заполнении).  
(4)

(военское звание, подпись) (2)

19 года (3)

**(5) ВЕДОМОСТЬ НАРЯДА КАРАУЛА**

(6) гарнизона (военской части)

(7) на 19 года (9)

(8) месяц

(10)	(11)	(12)	Число постов (13)					Состав караула (19)								(26)	(27)
			(14)	(15)	(16)	(17)	(18)	(20)	(21)	(22)	(23)	(24)	(25)				
Номера караулов	Наименование охраняемых объектов	От какой части (подразделения) в какие числа месяца выставлены караулы	С тремя сменами часовых	С двумя сменами часовых	Постов с ТБ	Постов караульных собак	Всего постов	Начальник караула	Помощник начальника караула	Оператор ТСО	Разводящие	Караульные	И т. д.			Всего людей	Примечание
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18

**(28) ВОЕННЫЙ КОМЕНДАНТ ГАРНИЗОНА (НАЧАЛЬНИК ШТАБА ВОИНСКОЙ ЧАСТИ)**

(2) (военское звание, подпись)

1. Approved, garrison commanding officer (military unit commander)
2. Rank, signature
3. Year
4. Secret (when filled in)
5. Schedule of guard detail
6. Of garrison (military unit)
7. For
8. Month
9. Year
10. Guard detail numbers
11. Names of protected facilities
12. Unit (subunit) providing guard details, and dates of month provided
13. Number of posts
14. With three shifts of sentries
15. With two shifts of sentries
16. Posts with security equipment systems
17. Guard dog posts
18. Total posts
19. Composition of guard details
20. Officer of the guard
21. Assistant officer of the guard
22. Security equipment system operator
23. Corporal of the guard
24. Members of the guard
25. Etc.
26. Total personnel
27. Remarks
28. Garrison commandant (military unit chief of staff)

## Attachment 5f to Article 154. Guard Report

(First Page of Guard Report)

**ПОСТОВАЯ ВЕДОМОСТЬ** \_\_\_\_\_  
 (1) \_\_\_\_\_ (гарнизонного, внутреннего) \_\_\_\_\_ (2) .  
**(3) КАРАУЛА №** \_\_\_\_\_  
 \_\_\_\_\_  
**(4)** на такое-то число месяца, года  
 \_\_\_\_\_  
**(5)** на этой странице помещаются:  
**(6)** 1. Записи о допуске в караульное помещение, к охраняемым объектам и расписки начальника караула и лиц, допущенных к вскрытию хранилищ.  
**(7)** 2. Расписки начальников старого и нового караулов о смене караула и записи об обнаруженных недостатках.  
 \_\_\_\_\_  
**(8)** **Внимание:** Записи делать только чернилами, без исправлений.

## Key:

1. Guard report
2. Garrison, interior
3. For guard detail number
4. Day of month, year
5. The following are included on this page
6. 1. Entries regarding admission of the officer of the guard and persons permitted to open storehouses to the guardroom and to protected facilities, and their signatures
7. 2. Signatures of officers of the guard of the old and new guard details regarding relief of the guard, and entries regarding discovered shortcomings
8. **Attention:** Entries are made in ink only, without corrections



(Second and Third Pages of Guard Report)

# (1) РАСПИСАНИЕ ПОСТОВ

(2) караула № \_\_\_\_\_ от (3) \_\_\_\_\_  
(4) (подразделение, воинской части)

Начальник караула (5) \_\_\_\_\_  
(6) (воинское звание, фамилия и инициалы)

(7) Помощник нач. караула \_\_\_\_\_  
(6) (воинское звание, фамилия, инициалы)

(8) Оператор по ТСО \_\_\_\_\_  
(6) (воинское звание, фамилия, инициалы)

(9) Номера постов	(10) Номера, воинские звания, фамилии и инициалы раз- водчиков, старших контрольно- охранных групп и помеховых собак	(11) Воинские звания, фами- лии и инициалы часовых и караульных контрольно- охранных групп		
		1-я (12) смена	2-я (13) смена	3-я (14) смена

(15) Водитель \_\_\_\_\_

(16) Марка и номер транспортного средства \_\_\_\_\_

(17) Время заступления караульных на посты: \_\_\_\_\_

(18) КОМАНДИР \_\_\_\_\_  
(19) (подразделение)

(20) (воинское звание, подпись)

## Key:

1. Post schedule
2. For guard number
3. From4. Subunit, military unit
5. Officer of the guard
6. Rank, last name and initials
7. Assistant officer of the guard
8. Security equipment system operator
9. Post numbers
10. Numbers, ranks, last names and initials of corporals of the guard, persons in charge of monitoring and security groups, and dog handlers
11. Ranks, last names and initials of sentries and guard members of monitoring and security groups
12. First shift
13. Second shift
14. Third shift
15. Driver
16. Brand and number of transport vehicle
17. Time members of the guard assume their posts
18. Commander
19. Subunit
20. Rank, signature

## (Fourth Page of Guard Report)

The following entries are made on this page: 1. The results of inspection of the guard. 2. Time of posting (relief) of sentries when closing (opening) storehouses. 3. Incidents in the guard detail. 4. Posting of guard dogs at posts and their relief from posts. 5. All revealed shortcomings and the time of their correction.

## Attachment 5g to Article 202. One-Time Guard Inspection Certificate

**РАЗОВОЕ УДОСТОВЕРЕНИЕ НА ПРАВО  
(1) ПРОВЕРКИ КАРАУЛА**

(2) Выдано \_\_\_\_\_  
(военское звание, фамилия и инициалы) (3)

(4) для проверки \_\_\_\_\_  
(наименование караула) (5)

(6) (7) (8) \_\_\_\_\_ 19 г.  
с до часов

(9) (число, месяц)

(10) Разовое удостоверение действительно только при предъявлении удостоверения личности.

(11) Остается после проверки у начальника караула и сдается вместе с постовой ведомостью в штаб воинской части.

(12) Начальник гарнизона  
(военный комендант гарнизона)  
(командир воинской части)

с. п. \_\_\_\_\_ 19 г.

## Key:

1. One-time certificate attesting to the right of inspection of the guard
2. Issued to
3. Rank, last name and initials
4. For inspection of
5. Name of guard detail
6. From
7. To
8. Hours
9. Day, month
10. This one-time certificate is valid only upon presentation of personal identification
11. Remains with the officer of the guard after inspection and is turned in together with the guard report to the military unit's headquarters
12. Garrison commanding officer (garrison commandant) (military unit commander)

Attachment 5h to Article 203. Format of Storehouse Opening Permit

NOTE: If this is a permanent permit, the term "ONE-TIME" is substituted by the word "PERMANENT" and the time it is effective is indicated, and instead of a date, days of the week (daily) on which the storehouses (depots, motor pools) may be opened are indicated.

(1) Разовый

(2) Штамп воинской  
части (учреждения)

(3) Допуск № \_\_\_\_\_

(4) Начальнику караула № \_\_\_\_\_

(5) Допустить к \_\_\_\_\_  
вскрытию \_\_\_\_\_  
закрытию \_\_\_\_\_ (наименование охраняемого  
объекта) (6)  
(7) с \_\_\_\_\_ (8) до \_\_\_\_\_ (9) часов.

(10) (такого-то числа, месяца, года)

(11) (воинское звание, фамилия, имя и отчество)

(12)  
Гербовая печать  
воинской части  
(учреждения)

(13)  
Военный комендант гарнизона  
(начальник штаба воинской части)

(14) (воинское звание, подпись)

Key:

1. One)time
2. Military unit's (institution's) stamp
3. Permit number
4. Officer of the guard number
5. Permit bearer to open/close
6. Name of protected facility
7. From
8. To
9. Hours
10. Day, month, year
11. Rank, last name, first name and patronymical
12. Military unit's (institution's) seal
13. Garrison commandant (military unit chief of staff)
14. Rank, signature

## Attachment 5i to Article 129. Live Cartridge Reserve Record Book

(1) Книга учета запаса боевых патронов  
караула № \_\_\_\_\_

(2) (воинская часть, учреждение, заведение)					
(3) Дата поступления и расхода патронов	(4) Количество боевых патронов		(7) Наименование и номер документа об изъятии и пополнении патронов	(8) Проверка состояния патронов	
	(5) К автоматам и карабинам	(6) К пистолетам		(9) Дата проверки и отметка проверки, о к-ве вернущ. и сост. патронов	(10) Отметка об устранении обнаруженных недостатков
Состоит на... (11)					
(12) Военный комендант гарнизона (начальник штаба воинской части)					
(13) (воинское звание, подпись)					
Изъято... (14)					
(12) Военный комендант гарнизона (начальник штаба воинской части)					
Осталось на... (15)					
(13) (воинское звание, подпись)					
Пополнено... (16)					
Состоит на... (11)					
(12) Военный комендант гарнизона (начальник штаба воинской части)					
(13) (воинское звание, подпись)					

## Key:

1. Live cartridge reserve record book for guard detail number
2. Military unit, service, institution
3. Date cartridges supplied and expended
4. Quantity of live cartridges
5. For assault rifles and carbines
6. For pistols
7. Name and number of document regarding removal and replenishment of cartridges
8. Condition of cartridges inspected
9. Inspection date and entry of inspector regarding presence and condition of cartridges
10. Entry regarding correction of discovered deficiencies
11. On hand as of...
12. Garrison commandant (military unit chief of staff)
13. Rank, signature
14. Removed...
15. Remaining as of...
16. Replenished...

#### NOTES:

1. The live cartridge reserve record book is maintained by the garrison commandant (military unit chief of staff).
2. When cartridges are removed, a document is drawn up and signed by the garrison commandant (military unit chief of staff), the chief of the missile and artillery armament service of the military unit to which the ammunition is issued, the guard (military unit) duty officer and the officer of the guard. The reserve of live cartridges is replenished to the norm, and the box is resealed and turned in to the officer of the guard for storage.
3. The book must be numbered, bound, secured with a wax seal and signed by the garrison commandant (military unit chief of staff).
4. The grenade and fuze assembly record book is maintained in approximately the same format. The necessary headings are written in the corresponding columns.

#### Attachment 6 to Article 273. Recognition Signal Lights on a Guard Transport Vehicle

Recognition signal lights serve to determine the ownership of a guard vehicle.

Recognition signal lights are installed on the vehicle cab roof permanently (on organic motor vehicles) or temporarily (for the time the motor vehicle is supporting guard duty).

In the latter case the recognition signal lights are installed on a special panel that is secured to the vehicle cab roof, and the light control panel is fastened inside the cabin.

The light panel is installed by the driver of the transport vehicle detailed for guard duty.

One or two outfits of recognition lights and instructions on installing them must be stored in a place specified by the military unit chief of staff.

#### Attachment 8 to Article 184. Guard Uniform

1. The guard uniform consists of an overcoat (fur-lined three-quarter-length coat), an outfit of clean and serviceable clothing, footwear, headwear, waist belt and magazine (clip) pouch.

The following is used as post clothing: for winter—sheepskin coat and felt boots; for summer—hooded tarpaulin raincape or poncho. Post clothing, except for the sheepskin coat, comes in two outfits per post, one of which is kept inside the guardroom. In addition tarpaulin raincapcs or ponchos must be available in the guardroom for the officer of the guard, his assistants and corporals of the guard.

2. In summer, members of the guard must come to the posting place with their overcoats rolled (except for

officers and shore-based and seagoing warrant officers), and when the air temperature is below +10°C as well as in cold wind and rain, they must appear with their overcoats on. During the hot season, guard members may appear for posting without overcoats when so instructed by the garrison commandant (military unit chief of staff).

The overcoat wearing rules may be changed: during posting—by the guard (military unit) duty officer, and during travel of the guard detail after posting to its destination and when serving guard duty—by the officer of the guard.

3. In summer, in cold wind and rain, reliefs are sent to their posts in overcoats. At air temperatures below +15°C in the shade, reliefs are permitted to leave their overcoats in the guardroom cloakroom.

4. The post sheepskin coat is put on and removed only at the time that guards are relieved.

5. In adverse weather, reliefs go to their posts in raincapcs (ponchos).

Sentries remove (put on) their raincapcs (ponchos) at their post as necessary.

Felt boots are put on in the guardroom.

Sheepskin coats and felt boots may be put on at a temperature below +5°C and in cold wind.

6. The sheepskin coat is worn over the overcoat, and the raincape (poncho) is worn over the overcoat or tunic.

Removed sheepskin coats and raincapcs (ponchos) are hung beneath the shelter or in a sentry box (on a watchtower).

7. Sentries working inside heated areas at a temperature not lower than +18°C must always be without overcoats. During time of duty at posts, overcoats are hung on a hanger or in a cabinet.

8. Raincapcs (ponchos) and post felt boots are removed and dried upon returning from posts.

#### Attachment 9k to Article 258. Position of Weapon of a Sentry at His Post

#### DRILL REGULATIONS OF THE UKRAINIAN ARMED FORCES (DRAFT)

These Regulations define drill movements and travel without and with weapons; subunit and unit formations on foot and in vehicles; the procedures of saluting and conducting a review; the place of a military unit's Colors in formation, and the procedures of escorting them; responsibilities of servicemen prior to and in formation, and requirements on their drill training, as well as the procedures for inspecting and evaluating the drill training of servicemen, subunits and military units.



Key:

1. Position of the sentry's weapon prepared to fire while standing
2. Position of the sentry's weapon prepared to fire while standing using the sling
3. Position of the sentry's weapon when wearing a poncho

All headquarters of administrations, services and military educational institutions of the Ukrainian Armed Forces follow these Regulations on par with military units, ships and subunits.

## Chapter 1. General Provisions

### The Formation and Its Control

1. A formation is the placement of servicemen, subunits and units in a manner established by these Regulations for their joint action on foot and in vehicles.

2. A rank is a formation in which servicemen are positioned side by side in a single line. A line of vehicles is a formation in which vehicles are positioned side by side in a single line.

3. The flank is the right (left) end of a formation. When the formation turns, the names of the flanks do not change.

4. The front is the side of the formation toward which servicemen face (vehicles—the direction in which the front end of the vehicles face).

5. The rear side of a formation is the side opposite to the front.

6. The interval is the distance along the front between servicemen (vehicles), subunits and units.

7. The distance is the distance in depth between servicemen (vehicles), subunits and units.

8. The width of a formation is the distance between the flanks.

9. The depth of a formation is the distance from the first rank (the serviceman standing in front) to the last rank (the serviceman standing at the rear), and when operating in vehicles, the distance from the first line of

vehicles (the vehicle standing in front) to the last line of vehicles (the vehicle standing at the rear).

10. In a formation of two ranks, servicemen of one rank are positioned behind servicemen of another rank at a distance of one pace (the arm extended with the palm on the shoulder of the serviceman standing in front). The ranks are called the first and second ranks. When the formation turns, the names of the ranks do not change.

A file consists of two servicemen standing one behind the other in a formation of two ranks. If in the second rank a serviceman is not standing behind a serviceman in the first rank, such a file is called an incomplete file; the last file must always be complete.

When a formation of two ranks about faces, the serviceman in the incomplete file moves to the forward rank.

Four persons or less always form into one rank.

11. A formation of one rank (a rank) and a formation of two ranks may be close or open. In a close formation, servicemen in ranks are positioned along the front at intervals between each other equal to a palm's width between elbows.

In an open formation, servicemen in ranks are positioned along the front at intervals of one pace between each other or at intervals indicated by the commander.

12. A column is a formation in which servicemen are positioned one behind the other, and subunits (vehicles) are positioned one behind the other at distances established by the Regulations or the commander.

There may be columns of one, of two, of three, and of four or more.

Four persons or less always form into a column of one.

Columns are used to form subunits and units into a column formation or a line formation.

13. In a line formation, subunits are formed on a single line along the front in a formation one or two ranks deep (in a line of vehicles) or in a line of columns at intervals established by the Regulations or the commander.

A line formation is used for inspections, assignment of drill elements, reviews, parades and in other necessary cases.

14. In a column formation, the subunit forms into a column or subunits form into columns one behind the other at distances established by the Regulations or the commander.

15. The guide is the serviceman (subunit, vehicle) traveling in the lead position in the indicated direction. All other servicemen (subunits, vehicles) adjust their movement to the guide.

The file closer is the serviceman (subunit, vehicle) moving last in a column.

16. A formation is controlled by commands and orders transmitted by the commander by voice, by signals and by personal example; they may also be transmitted by means of technical and mobile resources.

Commands and orders may be transmitted through a column by way of subunit commanders (vehicle chiefs) and designated observers.

Control is maintained in a vehicle by commands and orders transmitted by voice and by means of internal communication equipment.

The senior commander locates himself in the formation at the place from which command is more convenient. The rest of the commanders transmit commands while remaining in places established by the Regulations or the senior commander.

Commanders of subunits from company and above that are in battalion and regiment column formation are permitted to leave the formation only to give commands and verify their execution.

17. A command is divided into a preparatory command and a command of execution; commands may also consist of commands of execution only.

The preparatory command is given distinctly, loudly and drawn out, so that persons in the formation can understand what actions the commander requires of them.

In response to any preparatory command, servicemen who are standing in place in or out of formation come to attention, while servicemen in motion march with a heavier step.

The command of execution (**printed in uppercase letters in the Regulations**) is given loudly, abruptly and distinctly after a pause. The response to a command of execution is immediate and precise.

In order to attract the attention of the subunit or of an individual serviceman to the preparatory command, when necessary the name of the subunit or the rank and last name of the serviceman are stated. For example, "Platoon (3d Platoon)—HALT"; "Private PETRENKO, about FACE.

"When performing drill movements with a weapon, when necessary the weapon is named in the preparatory command. For example: "Assault rifles, port ARMS"; "Machineguns, sling ARMS" and so on.

The voice in which the command is given must be commensurate with the size of the formation, and a report is uttered distinctly, without an abrupt increase in loudness.

18. Signals for controlling a formation and signals for controlling a vehicle are indicated in attachments 1 and 2.

When necessary, the subunit (unit) commander designates supplementary signals for controlling a formation.

19. Commands (signals) pertaining to all subunits are received and executed immediately by all subunit commanders and vehicle commanders (chiefs).

When commands are transmitted by signal, the signal "ATTENTION" ["VNIMANIYE"] is given first, and if the command pertains only to one of the subunits, a signal indicating the number of this subunit is given. Signals by which to designate the numbers of subunits are established by the unit (subunit) commander.

The readiness to receive commands by signal is also designated by the signal "ATTENTION."

Receipt of the signal is confirmed by its repetition or by transmission of the corresponding signal to one's own subunit.

20. In order to rescind a movement or halt a movement in progress, the command "AS YOU WERE" ["OSTAVIT"] is given. The position prior to performance of the movement is assumed in response to this command.

21. For training purposes, drill movements indicated in the Regulations and travel may be accomplished by the numbers, as well as with the assistance of preparatory exercises. For example: "Assault rifles order arms, by the numbers: ready—ONE, ready—TWO, ready—THREE," "For example, by the numbers: ready—ONE, ready—TWO."

22. To form temporarily assembled teams, personnel are assigned to drill elements. For assignment to drill elements, servicemen form up into a formation of two ranks

and count off as indicated in Article 99. After this, depending on the size of the team, assignment to drill elements is successively carried out into platoons, companies and squads, and the commanders of these subunits are designated.

For participation in parades, and in other cases a subunit may form up into a composite column of three, of four or more. In this case the personnel form up by height as a rule.

23. Forming up, travel, change of direction and other actions of subunits and units of the branches of troops and of special forces of all armed services are carried out on the basis of commands and rules indicated in these Regulations. In this case the names "squad," "platoon," "company," "battalion" and "regiment" are substituted by the names of subunits and units commonly employed in the branches of troops and in special forces of the armed services.

The responsibilities of commanders and privates (seamen) prior to forming up and in formation follow below.

**24. The commander is obligated:**

- to indicate the place, time and order of formation, the uniform and gear, and what armament and equipment is required; an observer is designated when necessary;
- to check and be aware of the presence of armament, equipment, ammunition, personal protective gear and entrenching tools within the formation of subordinates of his subunit (unit);
- to inspect the appearance of subordinates, and determine presence of gear and the correctness of its fit;
- to maintain discipline in the formation and to see that commands and signals are fulfilled precisely by the subunits and that servicemen fulfill their responsibilities in formation;
- when commands are given to formations on foot and in place, to assume the position of "ATTENTION" ["SMIRNO"];
- when forming up subunits together with armament and equipment, to conduct an external inspection of the latter; to check for the presence and serviceability of equipment in which to convey personnel, and ensure proper fastening of conveyed (towed) materiel and stowing of property; to remind personnel of the safety measures, and to observe the established distance, speed and rules of travel when in motion.

**25. The private (seaman) is obligated:**

- to check the serviceability of his weapon and of combat and other equipment, ammunition, personal protective equipment, entrenching tools, clothing and gear assigned to him;
- to be neatly groomed;
- to neaten clothing, to don and fit gear correctly, and to help a comrade correct noted deficiencies;

- to know his place in formation, and to know how to occupy it quickly and without excessive motion; to maintain dress and the established interval and distance while traveling; not to leave the formation (vehicle) without permission;
- to not talk and to observe total quiet in formation; to be attentive to orders (instructions) and commands (signals) from his commander, to execute them quickly and precisely, without bothering others;
- when acting as an observer, to transmit orders and commands (signals) without distortions, loudly and distinctly.

**Chapter 2. Drill Movements and Travel With and Without Weapons**

**1. Drill Movements and Travel Without Weapons**

**The Position of Attention**

26. The position of attention (Figure 1) is assumed in response to the command "FALL IN" ["STANOVIS"].

In response to this command, take your place in formation quickly, and stand straight, without tension, with the heels together and the toes of the shoes turned out on the front line to a foot width; straighten the legs at the knees, but do not lock the knees; lift the chest, and lean the entire body a little forward; tighten the abdomen inward; lift the shoulders back; drop the arms so that the hands are on the sides and at the midpoint of the thighs with palms turned inward, and the fingers are half-bent and touching the thigh; hold the head high and straight, without jutting the chin forward; look straight ahead; be ready for immediate action.

27. When given the command "ATTENTION" ["SMIRNO"] when standing in place, quickly come to attention, and do not move.

When standing in place, the position of "ATTENTION" is also assumed without a command: when giving and receiving an order, when reporting, during playing of the Ukrainian National Anthem, when saluting, and when giving commands.

28. At the command "AT EASE" ["VOLNO"], stand freely, relax the right or left knee, but do not move away from your place, do not relax attention and do not talk.

In response to the command "REST" ["ZAPRAVITSYA"], straighten weapons, clothing and gear without leaving your place in formation; when it is necessary to leave the formation, ask your immediate superior for permission; talk and smoke only with the permission of the senior commander.

The command "AT EASE" is given prior to the command "REST."

29. Headgear is removed by the command "Headgear—OFF," and it is put on with the command "Headgear—ON." When necessary, single servicemen remove and put on their headgear without a command.



Removed headgear is held in the freely lowered left hand with the cap badge forward, while a papakha is held with the cap badge to the left.

When personnel are unarmed or when weapons are held in the position of "SLING ARMS ON BACK" ["ZA SPINU"], headgear is removed and put on with the right hand, and when weapons are in the positions of "SLING ARMS" ["NA REMEN"], "PORT ARMS" ["NA GRUD"] and "ORDER ARMS" ["U NOGI"], the left hand is used. When headgear is removed while carrying a carbine in the "SHOULDER ARMS" ["NA PLECHO"] position, the carbine is first moved to "ORDER ARMS."

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[Text]

#### Turns in Place

30. Turns in place are fulfilled in response to the commands: "Right—FACE," "Half-right—FACE," "Left—FACE," "Half-left—FACE," "About—FACE."

Turns to the rear (half circle), to the left (quarter circle) and half-turn left (eighth circle) are accomplished in the direction of the left hand, on the left heel and on the right toe; turns to the right and half-turn right are accomplished in the direction of the right hand, on the right heel and left toe.

In order to accomplish the movement, turn in the indicated direction keeping the body straight, and without flexing the knees, shift the weight of the body to the forward leg and move the other leg next to it by the shortest path.

#### Travel

31. Travel is accomplished by marching or running.

The normal speed when marching is 110-120 paces per minute. The dimension of a pace is 70-80 cm.

The normal speed for running is 165-180 paces per minute. The dimension of a pace is 85-90 cm.

32. The marching step may be a parade step and a normal step.

The parade step is used when the subunit passes in review; when saluting while in motion; when a serviceman approaches or departs from a superior; when leaving formation and returning to formation, and in drill instruction.

The normal step is used in all other cases.

33. Travel with the parade step begins in response to the command: "PARADE STEP—MARCH," while travel with the normal step begins in response to the command "FORWARD—MARCH."

In response to the preparatory command, lean the body slightly forward, shift more of its weight to the right foot

while maintaining balance; at the command of execution, begin moving from the left foot at full step.

When traveling with the PARADE step, raise the foot to a height of 15-20 cm above the ground with the toe extended forward, and plant the entire foot down firmly, at the same time raising the other foot from the ground.

Swing the arms from the shoulder close to the body: forward—bending them at the elbow in such a way that the hands are lifted a palm's width above the belt buckle and a palm's distance from the body; back—as far back as the shoulder joint allows. The fingers are partially bent. During travel, keep the head and body straight, and look forward.

When traveling in NORMAL step, move the leg forward freely without extending the toe, and place it on the ground as in normal walking; swing the arms freely close to the body.

34. When traveling in normal step, switch to parade step in response to the command "ATTENTION." When traveling in parade step, go to the normal step in response to the command "AT EASE."

35. Travel in a run begins in response to the command "Double-time—MARCH."

When starting to move from a standstill, lean the body forward slightly and bend the arms partially with the elbows slightly to the rear in response to the preparatory command; at the command of execution, start running with the left foot, and swing the arms freely forward and back in cadence with the running step.

When switching from a marching step to running while in motion, bend the arms partially with the elbows slightly to the rear in response to the preparatory command. The command of execution is given simultaneously with planting the left foot on the ground. In response to this command, step off with the right foot and then begin running with the left.

The command "Forward—MARCH" is given to switch from running to a marching step. The command of execution is given simultaneously with planting the right foot on the ground. In response to this command, take two more running steps and begin marching in normal step with the left foot.

36. Marching (running) in place is initiated in response to the command "In place, forward (double-time)—MARCH" (when in motion—"IN PLACE").

In response to this command, mark time by raising and lowering the feet; in this case raise the foot 15-20 cm from the ground and plant the entire sole on the ground beginning with the front part of the foot (when running, plant the front part of the foot); move the arms in cadence with the step. In response to the command "FORWARD," which is given simultaneously with planting the left foot on the ground, take one more step

in place with the right foot and begin moving at full step (double-time) with the left foot.

37. Travel is halted by the command, for example, "Private Petrenko—HALT." At the command of execution, which is given simultaneously with planting the right or left foot on the ground, take one more step, and moving the legs together, assume the position of "ATTENTION."

38. The speed of travel is changed by the command: "WIDER STEP," "SHORTER STEP," "FASTER STEP," "SLOWER STEP," "HALF STEP," "FULL STEP."

39. To move single servicemen several paces to the side, an example of the command would be: "Private Petrenko. Two steps right (left), normal step—MARCH." In response to this command the serviceman takes two steps right (left), bringing the feet together after each step.

An example of the command given to accomplish forward or backward movement is "Two steps forward (back), normal step MARCH." In response to this command, take two steps forward (back) and bring the feet together.

When moving right, left and back, do not move the arms.

#### Turns While Traveling

40. Turns in normal step while traveling are accomplished in response to the commands: "Right turn, MARCH," "Half-right, MARCH," "Left turn, MARCH," "Half-left, MARCH," "To the rear, MARCH."

For turns to the right and half-turns to the right, the command of execution is given simultaneously with planting the right foot on the ground. In response to this command, take one step with the left foot, turn on the toe of the left foot, move the right foot forward simultaneously with the turn, and continue traveling in the new direction.

For left turns and half-left turns, the command of execution is given simultaneously with planting the left foot on the ground. In response to this command, take one step with the right foot, turn on the toe of the right foot, move the left foot forward simultaneously with the turn, and continue traveling in the new direction.

For a turn to the rear, the command of execution is given simultaneously with planting the right foot on the ground. In response to this command, take one more step with the left foot (on the count of one), move the right foot a half step forward and a little to the left and, turning sharply in the direction of the left hand on the toes of both legs (on the count of two), continue traveling with the left leg in the new direction (on the count of three).

When turning, swing the arms in cadence with the step.

41. Turns and half-turns to the right and left while running are accomplished with the same commands as when marching in normal step by turning in place in two counts in cadence with the running step. A turn to the rear while running is accomplished in the direction of the left hand while in place, in four counts in cadence with the running step.

## 2. Drill Movements and Travel When Armed

### The Position of Attention When Armed

42. The position of attention when armed is the same as when unarmed, except that an assault rifle is held in the "sling arms" position with the muzzle forward and the right hand resting on the upper edge of the waist belt, and an assault rifle with a folding stock is held with the muzzle pointing down.

Hold a carbine in the "order arms" position with the right hand so that the entire butt plate of the stock is on the ground and resting against the right foot with its sharp corner in line with the toes. Lower the right arm freely grasping the barrel and the gas cylinder tube.

Hold a light and a company machinegun beside the leg in the same way as a carbine, with the exception of grasping the barrel of a light machinegun and the barrel jacket of a company machinegun with the freely lowered right hand.

Hold a hand-held grenade launcher in "sling arms" position with the muzzle pointing up.

### Performing Movements in Place When Armed

43. An assault rifle is moved from the "sling arms" position to the "port arms" position in response to the command "Assault rifle, port ARMS" in three counts.

**On the count of one.** Move the right hand slightly up the sling, remove the assault rifle from the shoulder and, grasping its forestock and handguard with the left hand, hold it vertically forward of the body with the magazine to the left and the muzzle end even with the chin.

**On the count of two.** Shift the sling to the right with the right hand and grasp it with the palm down in such a way that the fingers are partially bent and turned toward the body; simultaneously insert the right elbow beneath the sling.

**On the count of three.** Throw the sling over the head; grasp the assault rifle with the right hand by the neck of the stock, and quickly drop the left hand.

An assault rifle with a folding stock is moved from the "sling arms" position to the "order arms" position in response to the same command in two counts.

**On the count of one.** Remove the assault rifle from the shoulder with the right hand without pulling the right elbow out from beneath the sling and, grasping the assault rifle with the left hand by the forestock and

handguard from below, hold it in front of the body with the magazine downward and the muzzle pointing left.

**On the count of two.** Throw the sling over the head and onto the left shoulder with the right hand, grasp the receiver of the assault rifle with the right hand near the sling, and quickly drop the left arm.

44. An assault rifle is moved from the position of "port arms" to "sling arms" in response to the command "Sling ARMS" in three counts.

**On the count of one.** Grasp the forestock and handguard of the assault rifle from below with the left hand and, simultaneously moving it a little forward and upward, withdraw the right hand from beneath the sling and grasp the neck of the stock with it.

**On the count of two.** Lifting the assault rifle, throw the sling over the head and hold the assault rifle vertically in front of the body with the magazine to the left and the muzzle level with the chin.

**On the count of three.** Grasp the upper part of the sling with the right hand and sling the assault rifle over the right shoulder into the "sling arms" position, and drop the left arm quickly.

An assault rifle with a folding stock is moved from "port arms" to "sling arms" position in response to the same command in three counts.

**On the count of one.** Grasp the barrel and gas cylinder tube from above with the left hand and, lifting the assault rifle a little, withdraw the right elbow from beneath the sling, and grasp the sling with the right hand, palm downward, at the receiver.

**On the count of two.** Turning the assault rifle so that the receiver is on top, throw the sling over the head and hold the assault rifle with the magazine to the right.

**On the count of three.** Sling the assault rifle over the right shoulder in the "sling arms" position, and quickly drop the left hand.

45. A carbine (light machinegun) is moved from the "order arms" position to the "sling arms" position in response to the command "Sling ARMS" in three counts.

**On the count of one.** Raise the carbine (light machinegun) with the right hand without moving it away from the body, turn the magazine (the pistol grip on the light machinegun) to the left; grasp the carbine by the magazine (the light machinegun by the forestock) with the left hand and hold it with the muzzle level with the eyes; press the right elbow against the body.

**On the count of two.** Grasp the sling with the right hand and pull it away to the left.

**On the count of three.** Quickly sling the carbine (light machinegun) over the shoulder; lower the left arm; lower the right arm to the sling in such a way that the forearm

is horizontal; press the carbine (light machinegun) lightly against the body with the elbow.

46. A carbine is moved from the "sling arms" position to the "order arms" position in three counts, while a light machinegun is moved in two counts in response to the command "Order ARMS."

#### Performing Movements With a Carbine

**On the count of one.** Using the right hand, move the stock forward with the sling; grasp the carbine by the magazine with the left hand and lift it slightly.

**On the count of two.** Using the left hand, draw the carbine out from beneath the shoulder and grasp it with the right hand by the upper part of the forestock and the handguard, with the magazine to the left.

**On the count of three.** Quickly drop the left hand, and place the carbine on the ground next to the leg with the right hand.

#### Performing Movements With a Light Machinegun

**On the count of one.** Slipping the right hand a little up the sling, remove the machinegun from the shoulder and, grasping it with the left hand by the forestock, take the machinegun with the right hand by the barrel and bipod above the gas cylinder, and hold it in front of the body with the pistol grip to the left and the muzzle end level with the eyes.

**On the count of two.** Quickly drop the left hand, and place the machinegun smoothly on the ground next to the leg with the right hand.

A company machinegun is moved to the "sling arms" and the "order arms" positions in the most convenient way.

47. A carbine is moved from the "order arms" position to "shoulder arms" only with the bayonet attached in response to the command "Order ARMS" in two counts.

**On the count of one.** Lifting and turning the carbine with the right hand so that the bolt is forward, shift it while holding it plumb next to the body to the left side, and simultaneously grasp the upper part of the forestock and the receiver with the right hand while moving the left hand a little forward and placing the stock of the carbine on the palm of the left hand such that the butt plate rests on the palm, the thumb is in front and the rest of the fingers clutch the left side of the stock; hold the carbine plumb in the outstretched hand opposite the left shoulder, resting the sharp corner of the stock against the left foot; the right elbow is at shoulder height.

**On the count of two.** Quickly drop the right hand, and simultaneously lift the carbine with the left hand in such a way that its trigger guard lies in the hollow of the shoulder, and support it so that it does not fall to the side; hold the left hand a little below the elbow, press the stock to the waist, and the forearm to the side.

48. A carbine is moved from the "shoulder arms" position to "order arms" in response to the command "Order ARMS" in three counts.

**On the count of one.** Quickly drop the left hand, and simultaneously grasp the carbine with the right hand by the upper part of the forestock and the handguard.

**On the count of two.** Move the carbine down to the right leg with the right hand, turning it so that the bolt is toward the body; supporting the carbine with the left hand on the bayonet barrel socket, hold it along the right thigh in such a way that the inside of the stock touches the small toe of the right foot.

**On the count of three.** Quickly drop the left hand, and smoothly place the carbine on the ground with the right hand.

49. When it is necessary to loosen (tighten) the sling, the command "Sling—LOOSEN (TIGHTEN)" is given.

At the preparatory command, take assault rifles and hand-held grenade launchers with the right hand, and hold carbines and machineguns at order arms; in addition, unfold the stock of an assault rifle with a folding stock. In response to the command of execution, make a half-right turn while simultaneously moving the left foot one step left and, leaning forward, rest the stock of the weapon against the left foot; cradle the barrel in the elbow of the right arm; do not flex the knees; holding the sling buckle with the right hand, tighten (loosen) the sling with the left hand and then independently assume the position of attention.

50. Before the commands "Sling arms on back" ["Za spinu"], "Sling arms" and "Port arms" are given, the safety on the weapon is first engaged by the command "Safety—ON."

If it is necessary to unlock the bayonet knife (fold back the bayonet) or lock it, the commands "Bayonet knife—UNLOCK" ("Bayonet—FOLD BACK") and "Bayonet knife (bayonet)—LOCK."

51. A weapon is moved from the "sling arms" position to the "sling arms on back" position in response to the command "Sling arms—ON BACK" in two counts.

**On the count of one.** Grasp the sling a little below the right shoulder with the left hand while simultaneously grasping the stock (in the case of an assault rifle with a folding stock and a hand-held grenade launcher—the barrel at the lower sling swivel) with the right hand.

**On the count of two.** Lift the weapon with the right hand and throw the sling over the head onto the left shoulder with the left hand; quickly lower the weapon and the hands.

An assault rifle is moved to the "sling arms on back" position without the bayonet knife, while the carbine is moved with the bayonet folded back.

52. A weapon is moved from the "sling arms on back" position to the "sling arms" position in response to the command "Sling ARMS" in two counts.

**On the count of one.** Grasp the sling a little below the left shoulder with the left hand, while simultaneously grasping the stock (the barrel, the venturi) with the right hand.

**On the count of two.** Lift the weapon with the right hand, and throw the sling over the head onto the right shoulder with the left hand; grasp the sling with the right hand, and drop the left hand quickly.

53. When moving an assault rifle from the "port arms" position to the "sling arms on back" position, and from "sling arms on back" to "port arms" and a carbine from the "sling arms on back" position to the "order arms" position, a command is first given to place the weapon in the "sling arms" position.

To move an assault rifle with a folding stock to the "sling arms on back" position from "port arms," grasp the assault rifle by the muzzle of the barrel with the right hand and move it to the "sling arms on back" position.

When performing the "port arms" movement from the "sling arms on back" position, grasp the assault rifle by the muzzle of the barrel with the right hand and, pulling its muzzle toward the left shoulder, move it to the "port arms" position.

A light machinegun is moved to the "sling arms on back" position in the most convenient way.

54. In response to the general command "Order ARMS," carbines and machineguns are placed in the "order arms" position while the position of assault rifles and hand-held grenade launchers does not change.

55. To correct an incorrectly positioned weapon the command given is, for example, "Correct—ARMS."

#### Turns and Travel With Arms

56. Turns and travel with arms are performed by the same rules and commands as when unarmed.

57. When making turns in place with the weapon at "order arms," in response to the preparatory command lift the weapon a little and simultaneously tilt the bayonet (muzzle) toward the body while pressing the right arm gently against the right thigh. Having made the turn, lower the weapon to the ground smoothly as the feet come together.

58. For travel with the weapon at "order arms," in response to the preparatory command "Forward" lift the weapon slightly, and in response to the preparatory command "Double-time" bend the left elbow also.

When running with a weapon, hold it with the right arm slightly bent so that the muzzle of the weapon points slightly forward. When running in a close formation, keep the bayonet close to the body.

59. When traveling with the weapon at "order arms" and in the "shoulder arms," "sling arms" and "port arms" positions, swing the free hand freely close to the body in cadence with the step, and when traveling with the weapon in "sling arms on back" position, swing both arms.

60. When traveling with a carbine at "shoulder arms," halt at the command of execution "Halt" and move the carbine to "order arms" without a command in accordance with the rules stated in Article 48. When traveling with the carbine in another position, it is moved to the "order arms" position after halting only by a command.

#### **Performance of Movements With a Carbine While Traveling**

61. When traveling, a carbine is moved from "order arms" to the shoulder in two counts, in the same way as when standing in place (Article 47), in response to the command "Shoulder ARMS" ["Na PLECHO"], given at the same time that the left foot is planted on the ground. At the command of execution, take a step with the right foot and then complete each movement successively as the left foot hits the ground.

62. When traveling, a carbine is moved from "order arms" to the "shoulder arms" position in three counts, in the same way as when standing in place (Article 48), in response to the command "Order ARMS," which is given at the same time that the left foot hits the ground. At the command of execution, take a step with the right foot and then complete each movement successively as the left foot hits the ground.

63. During travel, a carbine is moved from the "shoulder arms" position to the "on guard" position in two counts in response to the command "On GUARD" ["Na RUKU"], which is given at the same time that the left foot hits the ground.

**On the count of one.** Continuing to travel, take a step with the right foot, and as the left foot hits the ground lower the carbine all the way down with the left hand while simultaneously grasping the carbine with the right hand by the neck of the stock together with the sling.

**On the count of two.** Take one more step with the right foot, and as the left foot hits the ground, quickly shift the carbine with the right hand to the right side, turning it so that the magazine faces down and grasping the upper part of the forestock and the handguard with the left hand; press the neck of the stock to the right side at the waist, turn the right elbow in line with the shoulders, and hold the bayonet opposite the right eye at neck height.

64. When traveling, the carbine is moved from the "on guard" to the "shoulder arms" position in two counts in response to the command "Shoulder ARMS," which is given at the same time that the left foot hits the ground.

**On the count of one.** Continuing to travel, take a step with the right foot, and push the carbine up toward the body with the left hand simultaneously as the left foot

hits the ground, turning the carbine with the right hand on the neck of the stock so that the bolt is forward; then rest it vertically on the palm of the lowered left hand.

**On the count of two.** Take one more step with the right foot, and as the left foot hits the ground, place the carbine on the shoulder and drop the right arm.

#### **Performing Drill Movements With a Saber**

65. When in formation with a saber, hold the scabbard with the freely lowered left hand, with the thumb inside and the fingers outside.

66. Saluting with a saber in place is performed in response to the command "At my command, present ARMS" ["Slushay, na kra-UL"] in three movements. The first movement is performed in response to the preparatory command, and the second and third are performed in response to the command of execution.

**On the count of one.** Move the saber slightly forward with the left hand; at the same time grasp the hilt grip from above with the right hand and, holding the scabbard in place, withdraw the blade a palm's width.

**On the count of two.** Move the saber to the "raised" ["podvys"] position: Quickly withdraw the saber from the scabbard and, turning the blade tip up with the cutting edge to the left, lower the arm so that the hand is at the height of the chin and 10 cm forward of it, and the blade is plumb.

**On the count of three.** Lower the saber so that the hand is by the right thigh and the cutting edge of the blade is turned toward the body and the tip is opposite the left toe; turn the head in the direction of the superior at the same time.

67. The saber is returned to the scabbard in three movements in response to the command "Order arms" or "At ease."

**On the count of one.** Raise the saber with the hand outstretched and with the tip up and blade to the left; grasp the top end of the scabbard with the left hand.

**On the count of two.** Turn the blade at the wrist so that the tip is down and, without looking at the scabbard, guide it into the opening of the scabbard, helping with the left hand; lower the blade into the scabbard until the right hand is at shoulder height; steady the scabbard with the left hand.

**On the count of three.** Send the blade home into the scabbard and assume the position of "attention."

68. The saber is removed from the scabbard in three movements in response to the command "Shoulder arms."

The first and second movements are carried out as indicated in Article 66.

On the count of three. Quickly lower the right hand and position the saber plumb with the right shoulder and with the cutting edge facing the field, grasping the hilt grip with the index and middle fingers on the outside and the thumb on the inside and the other two fingers lowered freely.

69. When traveling with the saber at "shoulder arms," move the right arm forward and back without causing the saber to slip to the side.

Hold the scabbard steady with the left hand. Keep the left hand and scabbard motionless.

The saber is returned to the scabbard in response to the command "Halt" as indicated in Article 67.

70. Saluting with the saber while traveling is accomplished in two movements.

On the count of one. On approaching to within 20 paces of the superior, place the saber in the "raised" position.

On the count of two. At 10 paces turn your head in the direction of the superior and simultaneously lower the saber with the cutting edge facing left so that the tip of the blade is right of the right toe and approximately 10 cm from the ground. After traveling four paces beyond the superior, turn your head forward and place the saber in the "raised" and then in the "shoulder arms" position.

### Chapter 3. Saluting, Leaving the Formation and Approaching a Superior

#### 1. Saluting in Place and When Traveling Unarmed

71. All servicemen are obligated to salute each other when they meet (overtake one another), strictly observing the rules indicated in articles 73-78.

Subordinates and servicemen of junior rank salute first.

72. Servicemen are additionally obligated to salute:

- the Tomb of the Unknown Soldier;
- fraternal graves of soldiers who had fallen in combat for the freedom and independence of the Ukraine;
- the Colors of military units, as well as the Naval Flag when boarding a warship and leaving it;
- funeral processions escorted by troops.

73. Render the salute sharply and briskly, precisely observing the rules of standing at attention and traveling.

74. To salute in place when not in formation and without headgear, turn in the direction of the superior at five or six paces, stand at "attention" and look him in the face, turning your head as he goes by.

If headgear is on, then additionally raise the right hand to the headgear such that the fingers are together, the palm is straight, the middle finger touches the lower edge of the headgear (the brim), and the elbow is in line with

and at the height of the shoulder. As the head turns in the direction of the superior, the position of the hand remains unchanged.

When the superior passes by the person saluting, the latter turns his head forward and simultaneously drops his salute.

75. To salute while traveling out of formation without headgear, stop moving the arms the moment the foot hits the ground five or six paces from the superior, turn your head in his direction and, continuing to travel, look him in the face. On passing the superior, turn your head forward and resume motion of the arms.

When headgear is on, the moment the foot hits the ground turn your head and raise the right hand to the headgear while keeping the left hand motionless beside the thigh; on passing the superior, the moment the left foot hits the ground turn your head forward and drop the right hand.

When overtaking a superior, salute at the first overtaking step. At the second step, turn the head forward and drop the right hand.

76. If the serviceman's hands are full, the salute is rendered by turning the head in the direction of the superior.

#### 2. Saluting With Arms in Place and While Traveling

77. An armed serviceman salutes in place when out of formation in the same way as when he is unarmed (Article 73); in this case the position of the weapon, which is at "shoulder arms" except for a carbine, does not change, and the hand salute is not rendered. When a salute is rendered with a carbine in the "shoulder arms" position, it is first moved to "order arms."

The salute is rendered with a weapon in the "sling arms on back" position by raising the right hand to the headgear.

78. To salute while traveling while not in formation with the weapon at "order arms," "sling arms" or "port arms," five or six paces from the superior turn the head in his direction the moment the foot hits the ground and stop moving the free hand; in addition when the weapon is in the "sling arms on back" position, raise the hand to the headgear.

When saluting with a carbine in the "shoulder arms" position, continue moving the right hand near the body.

79. Saluting in response to the command "Greeting right (left, front), present ARMS" ["Diya vstrechi sprava (sleva, s fronta), na kra-UL"] with a carbine is accomplished from the "order arms" position in two movements.

On the count of one. Lifting the carbine with the right hand, hold it plumb with the barrel opposite the middle of the chest and the sight leaf toward the body; at the

same time grasp the carbine by the forestock with the left hand (four fingers in front of the magazine and the thumb beneath the sight leaf); the left hand is at waist height.

**On the count of two.** Shift the right hand to the neck of the stock and use it to support the carbine in such a way that the thumb is behind the neck of the stock, and the rest of the fingers, which are held together and extended, lie obliquely in front of it.

Simultaneously with performing the second movement, turn the head right (left) and follow the superior with your gaze, turning your head after him.

80. A carbine is moved from the "present arms" to the "order arms" position in response to the command "Order ARMS."

In response to the preparatory command turn the head forward, and in response to the command of execution move the carbine beside the leg in three movements.

**On the count of one.** Shift the right hand up and grasp the carbine with it by the upper part of the forestock and the handguard.

**On the count of two.** Move the carbine over to the right leg in such a way that the inside of the stock touches the toe of the right foot; steady the carbine with the left hand on the bayonet barrel lock.

**On the count of three.** Quickly drop the left hand, and smoothly plant the carbine on the ground with the right hand.

81. Saluting with a carbine using the "present arms" movement is done only by formed subunits and units standing in place.

In response to the command "Greeting right (left, front), present ARMS," carbines are placed in "present arms" position; all servicemen who are in formation come to attention and simultaneously turn their heads in the direction of the superior, following him with their gaze. If there are servicemen in the formation who possess assault rifles, machineguns and hand-held grenade launchers, they do not change their position.

### 3. Leaving the Formation and Approaching a Superior

82. For a serviceman to leave the formation, the commands given are, for example, "Private Ivanchenko. Take steps out of the formation," or "Private Ivanchenko. To me (double-time, to me)." On hearing his name, the serviceman replies "Here" ["Ya"], and in response to the command to leave the formation he replies "Yes Sir" ["Yest"]. In response to the first command the serviceman leaves the formation in parade step, marching the indicated number of steps from the first rank, halts and turns to face the formation. In response to the second command the serviceman takes one or two steps straight out from the first rank, turns in the direction of

the superior while in motion, marches in parade step or runs to him by the shortest path, and reports his arrival (Article 85).

When a serviceman leaves from the second rank, he gently rests his left hand on the shoulder of the serviceman standing in front of him, who takes a step forward and, without planting the right foot next to the left foot, a step to the right, he allows the serviceman leaving the formation to pass, and then returns to his place.

As the serviceman leaves from a front rank, the serviceman standing behind him takes his place.

When a serviceman leaves a column of two or of three (of four), he leaves the formation in the direction of the nearest flank after first facing right (left). A serviceman standing beside him steps to the side with the right (left) foot and, without placing his left (right) foot next to the other foot, a step back, allows the serviceman leaving the ranks to pass, and then returns to his place.

83. To return a serviceman to the formation, the command given is, for example, "Private Ivanchenko. Return to formation" or simply "Return to formation."

In response to the command "Private Ivanchenko" the serviceman, who is facing the formation, turns to face the superior when he hears his name, and replies: "Here," and in response to the command "Return to formation," if he is unarmed or if his weapon is in the "sling arms on back" position, he renders a hand salute, replies "Yes Sir," turns in the direction of travel, drops his salute with the first step, and marching in parade step, returns to his place in formation by the shortest path.

When returning to formation from a position facing his superior, the serviceman acts as indicated in Article 85, moving in parade step to his place in formation by the shortest path.

If the command "Return to formation" is given (without stating the name), the serviceman returns to formation without the preliminary turn toward the superior and without replying "Here."

84. When leaving the formation, the position of the weapon does not change except for a carbine in "shoulder arms" position, which is moved to "order arms" position prior to travel.

After returning to formation, the weapon is placed in the position of the weapons held by the servicemen standing in the formation.

85. When approaching a superior out of formation, the serviceman approaches him to within five or six paces in parade step, stops at two or three paces, and renders a hand salute at the same moment he plants his foot, after which he reports, for example, "Pan Lieutenant. Private

Sidorenko reporting as ordered" or "Pan Colonel. Captain Petrenko reporting as ordered." After reporting, he drops his salute.

On receiving permission to leave, the serviceman renders a hand salute and replies: "Yes Sir," turns in the direction of travel, drops his salute on the first step (when the left foot hits the ground) and, after marching three or four paces in parade step, resumes travel in normal marching step.

When a superior is approached by an armed serviceman, a hand salute is not rendered, except in cases where the weapon is in the "sling arms on back" position.

86. When the serviceman approaches a superior and when he leaves the formation, the position of the weapon does not change, except for a carbine in the "shoulder arms" position, which is moved to "order arms" position after the serviceman halts before the superior.

When withdrawing from the superior the carbine is moved from the "order arms" position, if necessary, to another position after replying "Yes Sir."

87. As he gives the command for the serviceman to return to formation or as he gives him permission to go, the superior renders a hand salute and then drops it.

#### **Chapter 4. Squad, Platoon, Company, Battalion and Regiment Formations on Foot**

##### **1. Squad Formations**

###### **Line Formation**

88. A squad line formation may be a formation of one rank (a rank) or a formation of two ranks.

A squad is formed into a formation of one rank (two ranks) in response to the command "Squad, in one rank (in two ranks)—FALL IN."

As he gives the command the squad commander stands at "Attention" facing the front of the formation; the squad forms up in accordance with the table of organization to the left of the commander at intervals and distances established by the Regulations.

As the squad begins to form up, the squad commander leaves the formation and watches it form.

A squad (crew, team) of four persons or less always forms up in one rank.

89. When it is necessary to dress the squad in place, the command "DRESS" or "Dress left—DRESS" is given.

At the command "Dress," all but the person on the right flank turn their heads to the right (with the right ear higher than the left, the chin up) and dress in such a way that each person could see the chest of the fourth,

counting himself as the first. In response to the command "Dress left—dress" all but the person on the left flank turn their heads to the left (left ear higher than the right, chin up).

When dressing, servicemen may move slightly forward, back or to the sides.

When dressing with carbines (machineguns) in the "order arms" position, in response to the command of execution the bayonet (muzzle) is also leaned toward the body and pressed against the right side.

After dressing, the command "ATTENTION" is given, in response to which all servicemen quickly turn their heads forward and move carbines (machineguns) to their former position.

To dress a squad after turning, the side on which to dress is indicated in the command. For example, "Dress right (left)—DRESS."

90. Servicemen must act as indicated in Article 28 in response to the command "AT EASE" and in response to the command "REST" ["ZAPRAVITSYA"].

The servicemen leave the formation in response to the command "Squad—FALL OUT." The squad is assembled by the command "Squad—FALL IN ON ME," in response to which the servicemen assemble double-time in the commander's vicinity, and then form up in response to his supplementary command.

91. When the squad turns, all servicemen turn simultaneously, observing dress, in response to commands and rules indicated in articles 30, 40, 41 and 57. After a squad in a formation of two ranks turns right (left), the squad commander takes a half step right (left), and with an about-face, a step forward.

92. To open ranks of a squad in place, the command "Squad, to the right (to the left, from the center) OPEN OUT" or "Squad, to the right (to the left, from the center) so-many steps, OPEN OUT (double-time OPEN OUT)." In response to the command of execution all servicemen except the one from whom the squad opens out turn in the indicated direction, turn their heads toward the front of the formation at the same time that the foot is planted, and then move at quick-time in half step (double-time), looking over the shoulder at the person following behind and staying the same distance from him; after the person behind halts, each takes as many steps as were indicated in the command, and then turns left (right).

When opening out from the center, the person who is in the central position is indicated. On hearing his name, the serviceman designated as the center replies: "Here," stretches his left arm forward and then drops it.

As the squad dresses, the interval established by opening out is maintained.



93. To close a squad in place, the command "Squad, right (left, on center), CLOSE (double-time, CLOSE)" is given. In response to the command of execution all servicemen except the person on whom the squad is to close turn in the direction of closing, after which they move to the interval established for a close-interval formation at quick-time in half step (double-time).

94. The commands given to place the squad in motion are: "Squad, sling ARMS (shoulder ARMS)"; "forward (parade step, double-time)—MARCH." If necessary, the direction of travel and the direction of dress are indicated in the command. For example, "Squad, sling ARMS (shoulder ARMS)"; "Dress on such-and-such an object, dress right (left), forward (parade step, double-time)—MARCH."

In response to the command "March" all servicemen begin moving simultaneously from the left foot, observing dress and maintaining intervals and distances.

If the direction of dress is not indicated, dress is in the direction of the right flank, toward which the eyes are turned without turning the head.

A squad is stopped by the command "Squad—HALT."

95. When servicemen are carrying different types of weapons and when it is necessary to move one of them to another position, the name of this weapon is indicated in the command. For example, "Assault rifles, port ARMS"; "Machineguns, sling ARMS"; "Carbines, shoulder ARMS" etc.

96. To move a formation that is standing in place several paces to the side, the command "Squad, right FACE (left FACE)"; and after the formation turns, "So-many paces forward, forward—MARCH." After the servicemen take the required number of steps, the squad turns back to its initial position in response to the command "Left FACE (right FACE)."

Movement forward or back several paces is accomplished as indicated in Article 39. The arms remain motionless when moving backward.

97. When it is necessary to break cadence, the command "BREAK STEP" is given, and to travel in step, "IN STEP" (the step is determined by the lead person or by the commander's count).

98. The command given to change direction by wheeling is "Squad, wheel left (right), forward—MARCH" ["Otdeleniye, pravoye (levoye) plecho vpered, shagom—Marsh"] (when on the move—"MARCH").

In response to this command the squad begins wheeling left (right): The flankman of the wheeling flank turns his head along the front and marches at full step, coordinating his movements so as not to crowd the other servicemen toward the motionless flank; the flankman on the motionless flank marks time and gradually turns left (right), coordinating his movement with the wheeling flank; the rest, observing their dress along the front by

looking in the direction of the wheeling flank (without turning heads), and brushing the elbow of the neighbor in the direction of the motionless flank, they march with a step of size that decreases with decreasing distance to the motionless flank.

After the squad wheels as far as necessary, the command "FORWARD" or "Squad—HALT" is given.

99. To form a squad out of one rank into two, the squad first counts off in twos in response to the command "Squad, in twos—COUNT OFF."

The count begins from the right flank: Each serviceman, quickly turning his head toward the serviceman standing to his left, calls out his number and quickly turns his head forward; the person on the left flank does not turn his head.

The same rule is followed when counting off as an entire subunit, for which purpose the command "Squad—COUNT OFF" is given.

In a formation of two ranks, the person on the left flank in the second rank reports after the entire squad has counted off: "Complete" or "Incomplete."

100. A squad standing in place is formed out of one rank into two by the command "Squad, in two ranks—FALL IN."

In response to the command of execution the number twos take a step back with the left foot, then without bringing the feet together, a step right so as to stand behind the heads of the number ones, and then set the left foot next to the right.

101. In order to form a squad standing in place out of a close-interval two-rank formation into a one-rank formation, the squad is first opened up one pace, after which the command "Squad, in one rank—FALL IN" is given.

In response to the command of execution the number twos advance to the line of the number ones by taking a step left with the left foot, and then, without bringing the feet together, a step forward, after which they set the left foot next to the right.

102. Weapons are placed on the ground in response to the command: "Squad, lay down—ARMS." In response to the preparatory command assault rifles and hand-held grenade launchers are placed in the right hand; carbines and machineguns are set beside the leg; in addition the bipods of machineguns are unfolded. In response to the command of execution, the first rank takes two steps forward, then both ranks simultaneously take a step forward with the left foot and place their weapons on the ground with the cocking handle down and with the butt plate beside the toe of the right shoe (the right knee is not flexed), after which the left foot is planted beside the right.

Hand-held grenade launchers are placed on the ground with the carrying handle to the left. Machineguns are rested on their bipods.

Only the last two actions are carried out in response to the command of execution in the case of a formation of one rank.

103. The commands given to pick up weapons from the ground are "Squad—FALL IN ON YOUR WEAPONS," and then "TAKE UP ARMS."

In response to the first command the squad forms up beside its weapons. In response to the second command the servicemen take a step forward with their left foot, grasp their weapons in their right hand and, straightening up, plant their left foot next to the right. The second rank takes two steps forward, after which both ranks simultaneously move their weapons into the "sling arms" position. The bipods of machineguns are first folded.

### Column Formation

104. A squad column formation may be a column of one or a column of two.

A squad is formed into a column of one (of two) in place by the command: "Squad, in a column of one (two)—FALL IN." After giving the command the squad commander stands at "Attention" facing the direction of movement, and the squad forms up in accordance with the table of organization.

A squad (crew, team) numbering four persons or less always forms into a column of one.

105. A squad formation is changed from a line to a column formation by turning the squad to the right with the command: "Squad, right FACE." When a formation of two ranks turns, the squad commander takes a half step to the right.

106. A squad formation is changed from column to line formation by turning the squad left with the command: "Squad, left FACE." When the squad turns out of a column of two, the squad commander takes a half step forward.

107. A squad formation is changed from a column of one to a column of two by the command: "Squad, into a column of two, forward—MARCH" (when on the move, "MARCH").

In response to the command of execution the squad commander (lead person) marches at half step, number twos step out to the right and assume their places in the column in cadence, and then the squad travels at half step until the command "FORWARD" or "Squad—HALT."

108. The command used to change a squad formation from a column of two to a column of one is "Squad, into a column of one, forward—MARCH" (when on the move, "MARCH").

In response to the command of execution the squad commander (lead person) marches in full step while the rest march in half step; as room is made available, number twos take their places behind number ones in cadence, and then continue traveling at full step.

109. The commands given to change the direction of travel of a column are:

- "Squad, left (right) wheel—MARCH"; the lead person (lead persons) continue to turn to the left (to the right) until the command: "FORWARD," with the rest following behind them;
- "Squad, behind me—MARCH (double-time—MARCH)"; the squad follows the commander;
- "Squad, to the rear—MARCH"; the squad turns to the rear simultaneously in accordance with the rules indicated in articles 40 and 41.

### Saluting in Formation in Place and While Traveling

110. To salute in formation in place, when a superior approaches to within 10-15 paces, the squad commander commands: "Squad, ATTENTION, dress right (left, center), DRESS."

The squad's servicemen come to attention while simultaneously turning their heads to the right (left) and following the chief with their gaze, turning their heads as he passes.

When a superior approaches from the back of the formation, the squad commander about-faces the squad and then gives the command to salute.

111. On giving the command to salute, if he is unarmed or if his weapon is in "sling arms on back" position, the commander renders a hand salute; if he has a weapon in "shoulder arms," "sling arms" or "port arms" position, he acts as indicated in Article 85, continuing to move the hand free of the weapon; he approaches the superior in parade step; two or three paces from him he stops and reports. For example, "Pan Lieutenant. 2d Squad is doing such-and-such. Squad commander Sergeant Petrenko."

The superior receiving the salute renders a hand salute after the command to salute is given.

On finishing the report the squad commander takes a step to the side with his left (right) foot without dropping his salute while simultaneously turning right (left) and, allowing the superior ahead of him, follows one or two paces behind him on the outside of the formation.

After the superior passes or in response to the command "At ease," the squad commander commands "AT EASE" and drops his salute.

If the superior addresses a serviceman in formation by rank and name, the latter replies: "Here," and when he addresses him only by rank, the serviceman responds with his position, rank and name. In this case the position of the weapon does not change, and a hand salute is not rendered.

112. To salute in formation while traveling, when within 10-15 paces of the superior the squad commander commands: "Squad, ATTENTION, dress right (left), DRESS." In response to the command "Attention" all servicemen switch to parade step, and in response to the command "Dress right (left)" they simultaneously turn their heads in the direction of the superior and stop swinging their arms or the arm free of a weapon. When carbines are carried in the "shoulder arms" position, motion of the arm free of a weapon does not stop. If he is unarmed or if his weapon is in "sling arms on back" position, the squad commander turns his head and renders a hand salute.

After the superior passes or in response to the command "At ease," the squad commander commands: "AT EASE" and drops his salute.

113. The servicemen reply loudly, clearly and in unison to a greeting from the superior or an announcement of gratitude. To reply in unison while traveling, all servicemen begin the reply when the left foot hits the ground, pronouncing each subsequent word as the next foot hits the ground.

## 2. Platoon Formations

### Line Formation

114. A platoon line formation may be a formation of one rank or of two ranks.

A platoon is formed into a line formation by the command "Platoon, in one rank (in two ranks)—FALL IN."

On giving the command, the platoon commander comes to attention facing the front of the formation; the squads form up to the commander's left.

In a two-rank formation, the last file in each squad must be complete.

As the squads begin to form up, the platoon commander leaves the formation and watches the platoon form up.

A platoon containing squads (crews, teams) of four or three persons forms up in a formation of two ranks.

115. Dressing, turns, changing formations and other actions of a platoon in a line formation proceed in accordance with rules and by commands indicated for a squad.

116. The formation of a platoon is changed from one of one rank into one of two ranks and vice versa as indicated in articles 99-101. When a platoon counts off in squads in ones and twos, the squad commanders do not count off.

### Column Formation

117. A platoon column formation may be a column of three (in a platoon of four squads—a column of four), a column of two or a column of one.

A platoon is formed in place into a column of three (four) by the command "Platoon, in a column of three (four)—FALL IN."

A platoon containing squads (crews, teams) of four and three persons each forms up in column formation in a column of two.

118. A platoon formation is changed from a single-rank line formation into a column of one (from a formation of two ranks into a column of two) by facing the platoon right.

119. A platoon formation is changed from a line formation of two ranks into a column of one (from a single-rank formation into a column of two) by the command "Platoon, right—FACE"; "Sling ARMS (shoulder ARMS)"; "In a column of one (two), forward—MARCH" (when traveling, "MARCH").

In response to the command "March" 1st Squad changes formation into a column of one while moving as indicated in Article 108 (into a column of two as indicated in Article 107); the rest of the squads successively form into a column of one (two) and follow one another behind 1st Squad.

120. A platoon formation is changed from a line formation of two ranks into a column of three (four) by the command "Platoon, right FACE"; "Sling ARMS (shoulder ARMS)"; "Into a column of three (four), forward—MARCH" (when traveling, "MARCH").

In response to the command "MARCH" 1st Squad marches at half step, forming into a column of one while on the move, while the rest of the squads move to the left in line with the first at the established interval, also changing into a column of one formation, after which the platoon commander gives the command "FORWARD" or "Platoon—HALT."

121. A platoon formation is changed from a column of one to a line formation one rank deep (from a column of two to a formation two ranks deep) by facing the platoon left.

122. A platoon formation is changed from a column of three (four) to a column of two by the command "Platoon, into a column of two, forward—MARCH" (when traveling, "MARCH").

In response to this command 1st Squad goes forward, changing into a column of two on the move, as indicated in Article 107, while the rest of the squads mark time, after which they successively fall in behind the squad marching in front, changing into a column of two.

123. To change a platoon formation from a column of three (four) to a line formation two ranks deep, the

platoon is first changed into a column of two (Article 122), and then it proceeds as indicated in Article 121.

124. A platoon formation is changed from a column of three (four) to a column of one by the command "Platoon, into a column of one, forward—MARCH" (when traveling, "MARCH").

In response to this command 1st Squad marches forward while the rest of the squads mark time, and as the squads leave the column formation, they successively begin traveling at full step when their commander commands "FORWARD," following behind the squad in front.

125. A platoon formation is changed from a column of one to a column of three (four) by the command "Platoon, into a column of three (four), forward—MARCH" (when traveling, "MARCH").

In response to this command 1st Squad marks time while the rest of the squads assume a position in line with the first and then also mark time until the platoon commander commands "FORWARD" or "Platoon—HALT."

126. A platoon formation is changed from a column of two to a column of three (four) by the command "Platoon, into a column of three (four), forward—MARCH" (when traveling, "MARCH"). In response to the command "March" the platoon changes into a column of three as indicated in Article 120.

127. A platoon is assembled by the command "Platoon—FALL IN ON ME," in response to which the squads assemble double-time in the platoon commander's vicinity, and then form up in response to his supplementary command.

128. The direction of travel of a platoon in column formation is changed by commands and rules indicated for a squad column formation.

#### Saluting in Formation in Place and While Traveling

129. A platoon salutes in formation in place and while traveling as indicated for squads (articles 110-113).

The platoon deputy commander and the squad commanders remain at their places in formation, and they do not render a hand salute.

When the command to salute is given while traveling, singing is halted.

### 3. Company Formations

#### Line Formation

130. A company line formation may be two ranks deep or it may consist of a line of platoon columns ( platoons in columns of three or four; the special subunit forms into a column of two).

When necessary, a company may be formed into a formation one rank deep.

131. A company is formed into a line by the command "Company, in two ranks—FALL IN" or "Company, in a line of platoon columns—FALL IN." The company forms on the first platoon.

Having given the command, the company commander comes to attention facing the front of the formation. On giving the command "Platoon, into two ranks (into a column of three, four)—FALL IN," the commander of 1st Platoon forms his platoon to the left of the company commander. The rest of the platoons form to the left of 1st Platoon in numerical order when so commanded by their commanders. As 1st Platoon begins to form, the company commander leaves the company formation and watches it form up.

The special subunit forms up to the left of 3d Platoon, and the command group forms to the right of the commander of 1st Platoon and in two ranks.

Company deputy commanders stand to the left of the company commander; the bugler-drummer (when so ordered by the commander) stands left of the deputies; the company first sergeant stands on the left flank of the company, and the senior technician stands to the right of the command group.

132. Dressing, turning, changing formations and other actions of a company in a line formation are carried out by the rules and commands indicated for the squad and the platoon.

#### Column Formation

133. A company column formation may be a column of three (four) or a column of two.

A company is formed in place into a column of three (four, two) by the command "Company, into a column of three (four, two)—FALL IN."

In response to the command from their commanders, the platoons form in numerical order into a column of three (four, two); the special subunit forms behind 3d Platoon, and the command group forms in front of the commander of 1st Platoon in a column of two.

When the company is formed and changed into a march column, the company deputy commanders stand two paces behind the company commander, and when so ordered by the company commander, the bugler-drummer stands two paces behind them; the company first sergeant stands behind the special subunit.

134. A company formation is changed from a line of platoon columns into a march column by the command "Company, sling ARMS (shoulder ARMS)"; "Into a march column of three (four, two) behind me (or a direction is indicated), forward—MARCH" or "Company, sling ARMS (shoulder ARMS)"; "Into a march column of three (four, two) on the road, in this order: command group, 1st Platoon etc. (or a different order of travel is indicated), forward—MARCH."

In response to the command "Into a march column" the platoon commanders stand two paces in front of their platoons, and the senior technician stands in front of the command group.

In response to the command of execution the command group or the platoon named in the command begins moving; the rest of the subunits mark time. As the command group or the platoon named in the command moves out, the rest of the subunits begin traveling in response to the command of "FORWARD" of their commanders in the order indicated by the company commander.

If necessary, platoons change formation on the move in response to a command from their commanders, as was indicated by the company commander.

135. A company formation is changed from a column of three (four) into a line of platoon columns by the command: "Company, on the left, in a line of platoon columns, forward—MARCH" (when traveling, "MARCH").

In response to the command of execution the command group or the lead platoon marks time while the rest of the platoons move left into line with the lead platoon. When the platoon commanders command "MARK TIME," the platoons mark time and dress along the front and in depth until the company commander commands "Company—HALT" or "FORWARD." In response to the command "Company—HALT" the platoon commanders stand at the right flanks of their platoons, and the company deputy commanders and senior technicians stand on the right flank of the command group.

136. A company formation is changed from a line formation of two ranks into a column of two by facing the company right, and from a column of two into a line formation of two ranks by facing left.

#### Saluting in Formation in Place and While Traveling

137. To salute in formation in place, when the superior gets to within 40-50 paces the company commander gives the command: "Company, ATTENTION, dress right (left, center), DRESS."

In response to this command all servicemen come to attention and turn their heads in the indicated direction, while company deputy commanders, platoon commanders and the senior technician, if they are in formation, additionally render a hand salute.

Having given the command, the company commander renders a hand salute, approaches the superior in parade step, stops two or three paces before him and reports. For example, "Pan Major. 1st Company is doing such-and-such. Company commander Captain Petrenko."

Having finished his report, the company commander takes a step to the side with his left (right) foot without dropping his salute while simultaneously facing right

(left), and allowing the superior to go forward, he follows one or two paces behind him and on the outside of the formation.

After the superior passes or in response to the command "at ease," the company commander commands: "AT EASE" and drops his salute.

138. Saluting in formation while traveling is accomplished as indicated for the squad and the platoon. In this case the company deputy commanders, the platoon commanders and the senior technician render a hand salute.

If a superior overtakes a company column, a command to salute is not given; salutes are rendered only to commanders of subunits from platoon and above, as well as to the company senior technician.

### 4. Battalion Formations

#### Line Formation

139. A battalion line formation may be a line of platoon columns, a line of company columns or a line formation two ranks deep.

A battalion is formed up by order of the battalion commander or by the command: "Battalion, in a line of platoon (company) columns—FALL IN" or "Battalion, in two ranks—FALL IN."

140. When a battalion forms into a line of platoon columns, the companies form into a single line along the front, each in a line of platoon columns, and the platoons form into a column of three (four); the interval between platoons and companies is two paces.

When a battalion forms into a line of company columns, the companies form into a single line along the front, each in a column of three (four); the distance between platoons is four paces; the interval between companies is two paces.

141. When a battalion forms into a line of platoon or company columns, artillery subunits and the battalion's support subunits form up correspondingly into platoon or company (battery) columns to the left of the companies with the heads of the columns in line with the companies, at intervals of two paces.

142. In a line formation, battalion deputy commanders and the battalion chief of staff stand in one rank to the left of the battalion commander, and the other battalion officers form up with the rest of the battalion command group.

143. Dressing and turns in line formation are carried out by the rules and commands indicated for the squad and the platoon.

#### Column Formation

144. A battalion column formation consists of the column formations of companies, artillery subunits and

support subunits formed into columns of three (four) one behind the other at distances of two paces (from the last rank of the company traveling in front to the company commander).

145. A battalion formation is changed from a line of platoon or company columns into a march column by a command such as, for example, "Battalion, into a march column, on the road (or some other direction of travel is indicated), in the order of formation (or some other order of travel is indicated)"; "Sling ARMS"; "1st Company—FORWARD."

In response to the command "Into a march column" the company commanders stand eight paces in front of their companies; their deputies stand two paces behind them; the platoon commanders stand two paces in front of their platoons; the company senior technicians stand two paces in front of the command groups.

In response to the command of execution the battalion's companies, artillery subunits and support subunits successively change into column formation when so commanded by their commanders (Article 134), and then travel in the order indicated by the battalion commander.

The battalion commander travels 10 paces ahead of the commander of the lead subunit, the battalion deputy commanders and chief of staff follow two paces behind the battalion commander in a single rank, and the rest of the battalion command group follows two paces behind them.

146. A battalion is changed from a march column to a line formation by the order or command of the battalion commander.

The order indicates the place and front of formation of the battalion, the company on which to form up, and the particular formation to assume.

#### Saluting in Formation in Place and While Traveling

147. Saluting in place and while traveling are carried out as indicated for a company (articles 137 and 138).

When a battalion is traveling as a column, a command of the battalion commander to salute is successively repeated by the commanders of the companies (except the lead company) the moment the superior comes even with the center of the company traveling in front.

#### 5. Regiment Formations

148. A regiment line formation consists of battalions formed into a line of platoon or company columns.

In a regiment line formation, battalions form on the right flank in numerical order, and to the left of them, the artillery subunits, air defense subunits and support subunits. The regiment command group forms up to the right of the battalion. The regiment commanders form up to the right of the command group, and when the unit

forms together with the Colors, to the right of them. The intervals between battalions are three paces.

Chiefs of branches of troops and services and officers subordinated to them form up together with the rest of the regiment command group.

149. To form the regiment, the regiment commander gives an order personally or by way of the staff, in which he indicates the goal, place, time and order of formation; uniform and gear; the armament and equipment in the possession of the subunits.

150. A regiment may be formed into column formation both directly into a march column and by changing from a line formation into a line of company or platoon columns.

151. When forming in place into a march column, the battalions, artillery subunits, air defense subunits and support subunits arrive at the place of the regiment's formation in columns and occupy the places indicated to them.

152. A regiment is changed from a line formation to a march column by an order or a command such as, for example, "Regiment, into a march column on the road (or some other direction of travel is indicated), in the order of formation (or some other order of travel is indicated)"; "Sling ARMS"; "1st Battalion—FORWARD."

In response to the command "Into a march column" the battalion commanders leave the formation and stand 10 paces in front of the commanders of the lead subunits of their battalions, and the battalion deputy commanders and battalion chiefs of staff stand in one rank two paces behind the battalion commanders; the company and platoon commanders leave the formation and stand as indicated in Article 145.

The battalion commanders successively give the commands for travel (Article 145).

A regiment travels in the order indicated by the regiment commander; the distances between battalions are three paces when in place and 10 paces when traveling, while distances between other subunits are three paces.

153. A regiment changes from a march column into a line formation by an order or by a command of the regiment commander.

The order indicates the place and front of formation of the regiment, the battalion on which to form, and the formation to assume.

#### Saluting in Formation in Place and While Traveling

154. To salute in formation and in place and while traveling, the regiment commander gives the command: "Regiment, ATTENTION, dress right (left, center), DRESS."

When the formation is standing in place, after giving the command the regiment commander renders a salute, approaches his superior in parade step and reports.

When traveling in column formation, a command to salute given by the regiment commander is repeated successively by the battalion commanders when the superior comes even with the center of the company traveling in front.

155. When so commanded, military units and subunits that are in formation salute:

- the President of the Ukraine, the Chairman of the Ukrainian Supreme Soviet, the Ukrainian Prime Minister, the Ukrainian Minister of Defense;
- all direct superiors as well as persons appointed to lead a review (inspection) of the unit (subunit).

To salute the persons indicated above while in formation in place, the senior superior gives the command: "ATTENTION, dress right (left, center), DRESS," greets them and reports.

For example: "Pan Major General. The 100th Motorized Rifle Regiment is formed for travel to training. Regiment commander Colonel Petrenko."

When a unit forms together with the Colors (for a parade, an inspection, the military oath etc.), the report indicates the complete name of the unit and itemizes the honorary name designations and orders it has received.

To salute in formation while traveling, the superior gives the command, but he does not report.

156. When so commanded, military units and subunits also salute:

- the Tomb of the Unknown Soldier;
- fraternal graves of soldiers who had fallen in combat for the freedom and independence of the Ukraine;
- the Colors of military units, and aboard warships, the Naval Flag when it is raised and lowered;
- funeral processions escorted by troops;
- when meeting each other.

157. When troops standing in place in formation salute the President of the Ukraine, the Chairman of the Ukrainian Supreme Soviet, the Ukrainian Prime Minister and the Ukrainian Minister of Defense, bands play the "Welcoming March" and the Ukrainian National Anthem.

When military units salute direct superiors from the commander of their unit and above, as well as persons appointed to lead a review (inspection), bands play the "Welcoming March."

158. When not in formation, both during training and in time free of training, military units and subunits salute in response to the command "Attention."

In headquarters and institutions, a salute is rendered in response to a command only to direct superiors and persons appointed to lead a review (inspection).

When undergoing training and not in formation, as well as at conferences of officers, generals and admirals, the command "Pan Officers" is given to greet commanders (superiors).

The command "Attention" or "Pan Officers" is given by the seniormost of the commanders (superiors) present or the serviceman who first sees the visiting commander (superior).

In response to this command all present turn in the direction of the visiting commander (superior) and come to attention, while officers and shore-based and seagoing warrant officers wearing headgear additionally render a hand salute.

The seniormost of the commanders (superiors) present approaches the visitor and reports to him.

On receiving the report the visiting commander (superior) gives the command "At ease" or "Pan Officers."

The person who reported repeats this command, after which all present assume the position of "at ease." Officers and shore-based and seagoing warrant officers wearing headgear drop their salute and subsequently act as instructed by the visiting commander (superior).

159. The command "Attention" is given each time the unit or subunit commander (superior) visits, while a report is made only with his first visit to the unit or subunit on the given day.

When a senior commander (superior) is present, a command to salute a junior is not given to the unit (subunit), and no report is made to him.

When classroom training is under way, the command "Attention" or "Pan Officers" is given before each lesson and at its conclusion.

The command "Attention" is given before the report to the commander (superior) when other servicemen are present. In the absence of servicemen, only a report is made to the commander (superior).

160. When the Ukrainian National Anthem is played, servicemen in formation come to attention without being commanded to do so, while commanders of subunits from platoon and above additionally render a hand salute.

Servicemen who are out of formation come to attention when the anthem is played, and when they are wearing headgear they render a hand salute.

161. The command to salute is not given to military units and subunits:

- when a battle alarm or a signal to assemble is sounded;

- when on a march during travel and at halts, and at all tactical training sessions and exercises;
- at command posts and communication centers, and when serving combat duty;
- on a fire line and at a fire position during firing practice;
- at airfields when flying is under way;
- during housekeeping work or work having a training purpose, as well as during special lessons and work in shops, motor pools, hangars and laboratories;
- during sports competitions and games;
- when eating, and in the period from taps to reveille;
- in patient facilities.

In the listed cases the superior or senior only reports to the visiting superior.

For example: "Pan Major. 1st Motorized Rifle Company is carrying out its second practice fire exercise. Company commander Captain Petrenko."

Units and subunits participating in a funeral procession do not salute.

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[Text]

162. When a superior or a senior addresses individual servicemen, with the exception of patients they come to attention and state their position, rank and name.

At solemn meetings and conferences, as well as at variety shows, concerts and movies, the command to salute is not given, and a report is not given to the commander (superior).

To render a salute at general assemblies of personnel, the command "Attention" is given and a report is made to the commander (superior).

For example: "Pan Lieutenant Colonel. Battalion personnel have gathered for the general assembly. Battalion chief of staff Major Serdyuk."

163. When greeted by a superior or a senior, all servicemen in or out of formation respond "I (we) wish you health"; if the superior or senior is bidding farewell, the servicemen respond: "Goodbye," adding at the end of their response the word "Pan" and the rank without indicating the branch of troops or service and without saying the word "engineer." For example in responses to:

- NCO's, petty officers and shore-based and seagoing warrant officers—"We wish you health, Pan Junior Sergeant," "Goodbye, Pan Chief Petty Officer," "We wish you health, Pan Seagoing Warrant Officer," "Goodbye, Pan Shore-Based Warrant Officer" etc.;
- officers—"We wish you health, Pan Captain," "Goodbye, Pan Captain Lieutenant," etc.;
- generals, admirals—"We wish you health, Pan Major General," "Goodbye, Pan Vice Admiral."

164. If a commander (superior) officially congratulates a serviceman or expresses gratitude to him, the serviceman responds to the commander (superior): "I serve the people of the Ukraine."

If the commander (superior) congratulates a military unit (subunit) it responds with a triple extended "Hurrah," and if the commander (superior) expresses gratitude, the military unit (subunit) responds: "We serve the people of the Ukraine."

## Chapter 5. Platoon, Company, Battalion and Regiment Formations in Vehicles

### 1. General Provisions

165. When assuming a line formation, the vehicles of subunits and units form up in a single line along the front in a line of vehicles, or in a line of platoon or company columns at intervals and distances between vehicles and subunits established by these Regulations or the commander. In this case the personnel are in vehicles or form up in front of their vehicles in a formation one or two ranks deep, in a line of platoon or company columns such that the last rank is not less than three paces in front of the vehicles; the driver-mechanics and drivers of the vehicles stand in their subunit's formation.

166. When in column formation, the vehicles of a subunit form into a column, or the subunits are formed into columns one behind the other at distances established by these Regulations or the commander.

167. Prior to boarding infantry fighting vehicles and armored personnel carriers, as well as the motor and other vehicles of subunits, when necessary the servicemen and materiel are allotted to vehicles and the means of boarding are indicated.

Before personnel are loaded onto vehicles, their weapons are checked to see that they are unloaded, and if they are to travel with loaded weapons, that safeties are on; bayonet knives (bayonets) are unlocked (folded back).

168. A vehicle chief, to whom all personnel in the vehicle are subordinated, including drivers, is appointed from among officers, warrant officers or NCO's of each vehicle.

The vehicle chief is categorically prohibited from driving the motor vehicle.

Signals of the senior superior are kept under observation by the subunit commander (vehicle chief), and in uncovered armored personnel carriers and motor vehicles, additionally by a designated observer, who sits in the right front corner of the armored personnel carrier (motor vehicle body).

"Safeties" ["bortovyye"] are appointed from among privates sitting in the outermost seats at the front and the tailgate to keep watch over the tailgate and side locks of the motor vehicle body during travel.



The private sitting in the right seat at the front wall of an infantry fighting vehicle or armored personnel carrier (the tailgate of a motor vehicle) keeps watch over vehicles and towed equipment traveling behind, and over the lock on the rear door (the lock on the right side of the tailgate of a motor vehicle).

169. In response to the command (signal) "FALL IN BY YOUR VEHICLES," personnel transported by an infantry fighting vehicle and an armored personnel carrier as well as by motor vehicle and as a tankborne assault force fall in by their vehicles. To board on the sides, the subunit personnel form up with the heads of their columns even with the boarding hatches or the rear wheels (rollers) of the vehicles.

170. In response to the command (signal) "FALL IN BY YOUR VEHICLES," tank crews form up in front of their tanks in a formation of one rank. The tank commander stands two paces in front of the right track; the rest of the crew stands to the commander's left.

171. Personnel may board their vehicles:

- infantry fighting vehicles—through the back door and hatches;
- armored personnel carriers—through the right and left sides, hatches or the back door;
- motor vehicles—through the right and left sides and tailgate; motor vehicles with a covered body—through the tailgate.

Personnel board other vehicles in the most convenient way.

Boarding vehicles on the right shoulder of a road through the left side is prohibited.

172. When boarding infantry fighting vehicles and armored personnel carriers, in response to the command (signal) "FALL IN BY YOUR VEHICLES" ["K MASH-INAM"] the designated servicemen open the back doors (the covers of the boarding hatches) of the assault force compartment; when necessary, the drivers of motor vehicles open the tailgate. After boarding is completed, the back doors (boarding hatches, tailgates) are closed.

173. In response to the command (signal) "MOUNT" ["PO MESTAM"] the subunits quickly occupy their places in the vehicles.

Wheels, tracks and steps are used when boarding.

During boarding, weapons are held in the most convenient way, except for company machineguns and other heavy weapons, which are transferred to servicemen who had boarded, or to servicemen standing behind. After boarding, the weapon is placed between the knees and held with both hands. In addition assault rifles may be placed in "port arms" position when so commanded by the subunit commander.

Combat field packs and rolled overcoats are removed when instructed (commanded) by the subunit commander (vehicle chief) and stowed in the vehicle.

The subunit commander (vehicle chief) sees that personnel board correctly, and after boarding he checks the door (hatch) and tailgate locks, after which he takes his place in the infantry fighting vehicle and armored personnel carrier—in the vehicle commander's seat, and in a motor vehicle—next to the driver or, when so instructed by the senior commander, at the left front corner of the motor vehicle body.

If the vehicle commander's place is taken by a senior commander, the squad or platoon commander takes his place in the vehicle's assault force compartment.

174. In response to the command (signal) "MOUNT" the crew of a tank about-faces simultaneously and quickly occupies its places in the tank in the following order: Allowing the loader to pass through, the tank commander runs to the left side and takes his place in the tank after the gunner; the gunner runs to the left side, hops up onto the tank and takes his place inside it through the hatch of the commander's cupola; the loader runs to the right side, hops up onto the tank and takes his place in it through the loader's hatch; the driver-mechanic hops up onto the front of the tank and takes his place in it through the driver-mechanic's hatch.

Tank crews of other compositions take their places in the combat vehicles in application to the order presented above, with regard for the arrangement of the crew in the vehicles and the locations of hatches.

175. A tankborne assault force boards a tank standing in place from the sides. If the assault force cannot board from the sides, it boards from the back of the tank. In this case weapons are held in the most convenient way, except for company machineguns and other heavy weapons, which are handed over to servicemen who had boarded, or to servicemen standing behind.

Servicemen find places on the tank with regard for safety measures.

The commander of a subunit transported as an assault force follows the instructions of the tank subunit commander regarding observance of the rules of personnel boarding and their accommodation on tanks, and when boarding is completed, he reports to him and his immediate superior.

176. Before the subunit (unit) begins moving, the command (signal) "START UP" ["ZAVODI"] is first given, in response to which the vehicle engines are started and warmed up.

In response to the command (signal) "MARCH" all vehicles begin traveling simultaneously in the formation they occupied while standing, or they change their formation in response to a command (signal) from the commander, assuming the appropriate distances and intervals while moving. If the distance between vehicles

in a column was not more than 10 m, the vehicles begin traveling in succession, adjusting the distance appropriately.

When determining the order and speed of travel, and rest stops, the instructions presented in field manuals must be followed.

The distances between vehicles depend on the speed and conditions of travel, and they may be 25-50 m on the average.

Distances are changed by the command (signal) "INCREASE DISTANCE," "DECREASE DISTANCE."

Turns may be accomplished while in motion successively behind a guide vehicle, or by all vehicles (subunits) simultaneously.

In the case of a successive about turn, the lead vehicle makes an about turn at reduced speed in response to the command (signal) "ATTENTION, DO AS I DO" and continues to travel in the reverse direction. The rest of the vehicles also turn upon reaching the place where the lead vehicle turned, and continue traveling.

A simultaneous turn to the right (to the left, an about turn) is accomplished with the command (signal) "ALL RIGHT (ALL LEFT, ALL ABOUT TURN)." In response to the command (signal) "ALL RIGHT (ALL LEFT)," the vehicles turn simultaneously on the move in the indicated direction and continue traveling in the new direction. In response to the command (signal) "ALL ABOUT TURN" each vehicle stops without decreasing distance, turns left 180° and continues traveling in the reverse direction.

When it is necessary for a traveling column to get off the road, the command (signal) "TAKE TO THE RIGHT" ["PRINYAT VPRAVO"] is given. In response to this command (signal) all vehicles in the column simultaneously drive off the traffic lane and continue traveling on the right shoulder or to the right of the road.

177. Vehicles are halted by the command (signal) "HALT," in response to which the vehicles approach the vehicle stopped in front and halt successively at distances of not less than 10 m, or at distances established by the commander.

Before a column halts, the vehicles are driven onto the right shoulder or to the right of the road. Road intersections and forks, bridges, narrow passages, railroad crossings, the driveways of residential buildings and yard entrances must be kept free, even if this means violating distance.

If necessary the command (signal) "SWITCH OFF" ["GLUSHI DVIGATEL"] is given after halting.

178. Personnel may dismount from vehicles:

- infantry fighting vehicles—through hatches and the back door;
- armored personnel carriers—through the right and left sides, hatches or back door;
- motor vehicles—through the right and left sides and the tailgate; from motor vehicles with a covered body—through the tailgate.

Personnel dismount from other vehicles in the most convenient way.

Dismounting from vehicles parked on the right road shoulder through the left side is prohibited.

For dismounting from vehicles, the signal "FALL IN BY YOUR VEHICLES" or a command such as "Squad (platoon, company), through the right and left sides and the back door (tailgate)—FALL IN BY YOUR VEHICLES" is given.

In response to this command (signal) the personnel quickly leave the vehicles and form up near them, or act as commanded (ordered) by their commanders.

When dismounting from vehicles, weapons are held in the way most convenient, while company machineguns and heavy weapons are handed over to servicemen who had dismounted previously.

## 2. Platoon Formations

179. A platoon line formation consists of a line of vehicles with an interval of 3 m between vehicles.

A platoon is formed into a line by the command (signals) "Into a line of vehicles—MARCH." Having given the command, the platoon commander positions his vehicle with its front end facing the platoon's front of formation, and the rest of the vehicles form up in numerical order on a single line to the left of the platoon commander's vehicle, observing the established intervals.

180. A platoon column formation is a column in which the distances between vehicles are 10 m when formed in place and at halts, and 25-50 m when traveling; the platoon commander's vehicle is at the head of the column.

A platoon is formed into a column and its formation is changed from a line of vehicles to a column by the command (signals) "Into a column—MARCH."

When a platoon formation is changed from a line of vehicles to a column, the rest of the platoon's vehicles follow the platoon commander's vehicle in numerical order at the established distances.

## 3. Company Formations

181. A company line formation may be a line of vehicles or a line of platoon columns. The intervals between platoons are 5 m.

A company is formed into a line formation consisting of a line of vehicles or a line of platoon columns by the

command (signals) "Into a line of vehicles (into a line of platoon columns)—MARCH."

Having given the command (signals), the company commander parks his vehicle with its front end facing the front of formation of the company, or indicates the place where 1st Platoon is to form. The platoons form into a line of vehicles (a column) to the left of the company commander's vehicle in numerical order at the established intervals and distances.

182. The column formation of a company is a column.

A company is formed into a column and its formation is changed from a line to a column by the command (signals) "Into a column—MARCH."

When a company formation is changed from a line to a column of vehicles the company commander or the lead vehicle of 1st Platoon begins traveling forward, and then assumes the indicated direction; the rest of the platoons move out in columns at the established distances behind the company commander's vehicle or behind the lead vehicle of 1st Platoon in numerical order or in an order indicated by the company commander.

183. Change of a company formation from a column to a line formation consisting of a line of vehicles or a line of platoon columns is accomplished by commands and rules indicated in Article 181. In this case the platoons and columns leave the company column formation and, in response to the command (signals) of the platoon commanders "Into a line of vehicles—MARCH" or "Into a column—MARCH," form up correspondingly into a line of vehicles or into a line of platoon columns.

#### 4. Battalion Formations

184. The battalion line formation may be a line of platoon columns or a line of company columns.

When necessary a battalion may be formed into a line of vehicles.

A battalion is formed into a line by an order of the battalion commander or by the command (signals) "Into a line of platoon (company) columns (into a line of vehicles)—MARCH."

When the battalion forms up, the battalion commander's vehicle and the command subunit form on the battalion's right flank, while the artillery subunits and support subunits correspondingly form up into platoon or company (battery) columns on the battalion's left flank.

185. A battalion's column formation is a column.

When a battalion forms into a column of companies, the artillery subunits and support subunits form into columns in the order indicated by the battalion commander; the distances between companies are 10 m when forming up in place and at halts, and 25-50 m when forming while in motion.

A battalion is formed into a column formation by an order of the battalion commander or by the command (signals) "Into a column—MARCH."

186. A battalion formation is changed from a line to a column by the command (signals) "Into a column—MARCH."

In response to this command the battalion commander's vehicle begins to move forward, and then it assumes the needed direction; the battalion's subunits follow the battalion commander's vehicle at the established distance in the order indicated by the battalion commander.

187. A battalion formation is changed from a column to a line by the command (signals) "Into a line of platoon (company) columns—MARCH."

#### 5. Regiment Formations

188. A regiment line formation consists of battalions formed into a line of platoon or company columns.

Artillery subunits, air defense subunits and support subunits form to the left of the battalions. The intervals between battalions are 10 m, while between the regiment's other subunits they are 5 m, or they are determined by the commander depending on the conditions under which they form up.

189. The column formation of a regiment is a column. A regiment is formed into a march column as indicated in Article 151.

A regiment formation is changed from a line into a column by an order of the regiment commander. The direction and order of travel, the time to be ready for travel and the distances between battalions are indicated in the order.

Travel in column formation begins in response to the command (signals) "Into a column—MARCH."

The battalion commanders successively give the commands (signals) for the battalions to begin travel (articles 185 and 186).

#### 6. Saluting

190. When saluting from a vehicle in place and in motion in response to the command "ATTENTION," personnel in the open must sit without bending at the waist, holding their heads straight and looking straight ahead; unarmed personnel rest their hands a little above the knees with their wrists slightly bent; armed personnel hold their weapons between their knees and steady them with both hands.

In response to the command "Eyes right (left)," the commanders of subunits from platoon and above and vehicle chiefs turn their heads in the direction of the superior and simultaneously render a hand salute, while the rest of the servicemen remain in a position of "attention" and do not turn their heads in the superior's direction.

If the servicemen are in a vehicle and are facing the vehicle's direction of travel, in response to the command "Eyes right (left)" they simultaneously turn their heads in the superior's direction.

After the vehicle passes the superior, all servicemen turn their heads straight ahead and sit freely in response to the command "At ease." Subunit commanders and vehicle chiefs additionally drop their salute.

191. Individual servicemen in vehicles salute in seated position, turning their heads in the superior's direction without bending at the waist.

If the servicemen are unarmed, simultaneously with turning their heads they render a hand salute, and if they are armed, they hold the weapon as indicated in Article 190.

Driver-mechanics and drivers do not salute when driving a vehicle.

## Chapter 6. Company, Battalion and Regiment Review

### 1. General Provisions

192. A review [stroyevoy smotr] is conducted for the purposes of determining the level of individual drill proficiency and the degree of drill smoothness and coordination of subunits. The appearance of servicemen and the presence and condition of gear, armament and equipment are also inspected in a review. Additionally, servicemen are interviewed as described in the Interior Service Regulations during inspection at a review. Servicemen may also be interviewed during inspections.

Every review ends with the subunits (units) passing in review, and after the Colors are withdrawn, the singing of a marching song by the subunits.

A review is conducted by direct superiors or persons appointed to lead the review (inspection).

Depending on the purpose and objectives of the review and the status of the combat training program, persons conducting a review are granted the right to establish the review procedure.

On the eve of the review, the superior conducting the review communicates the time, place, order of formation and conduct of the review, the uniform, and the armament and equipment to be brought in for the review to the subunit (unit) commander.

193. Company, battalion and regiment reviews are conducted on foot or in vehicles.

All personnel of the subunit (unit) are brought out together with their personal weapons for a review on foot, and they additionally bring out all armament and equipment for a review in vehicles.

## 2. Review on Foot

### Company Review

194. A company forms for review into a line formation two ranks deep; the company commander stands seven paces away from the front of the center of the company; the bugler-drummer stands two paces to the right of the command group; the company deputy commanders stand two paces to the right of the bugler-drummer; the company first sergeant stands on the company's left flank.

195. When the superior conducting the review approaches to within 40-50 paces, the company commander commands: "Company, ATTENTION, dress right (left, center), DRESS."

The response to this command is as indicated in Article 137.

After giving the command, the company commander renders a hand salute, approaches the reviewing superior in parade step, stops two or three paces in front of him and reports. For example, "Pan Lieutenant Colonel. 1st Company is formed for review. Company commander Captain Petrenko." After the report the company commander takes a step to the side with his left (right) foot while simultaneously facing right (left) and, letting the superior in front of him, he follows one or two paces behind him and on the outside of the formation without dropping his salute.

In response to the company commander's command "Dress right (left, center), dress" the drummer begins playing the "Welcoming March" (Attachment 6); when the company commander stops before the superior conducting the review the drummer stops beating the drum, and resumes after the company commander's report.

196. After passing along the front of the company formation from the right flank to the left, the reviewing superior goes to the center of the formation, greets the company's personnel, gives permission for the command "At ease," and gives the necessary instructions to the company commander regarding continuation of the review. As soon as the superior stands before the center of the company formation, the drummer stops playing.

The company commander gives the command "AT EASE," drops his hand salute, gives the reviewing superior the personnel and equipment report record (Attachment 3), and after receiving his instructions he initiates their fulfillment.

197. A company review begins with inspection of the presence of the personnel, the appearance of the servicemen and the condition of gear and armament; then the level of individual drill proficiency and the degree of unit drill smoothness and coordination of the squads, the platoons and the company, and the ability to sing marching songs as a company are inspected.

198. The company passes in review before the reviewing superior, by platoon, at a distance of one guide (two guides); platoons—in a column of three (four) with weapons in the “sling arms” position or in another position as instructed by the reviewing superior. Assault rifles are supported in the “port arms” position by the left hand grasping the forestock and handguard.

199. Prior to passing in review, the direct superiors of the company commander attending the review stand one or two paces to the rear and right of the reviewing superior.

Having changed (formed) the company into a line formation of platoon columns, and having formed guides designated to mark the line of passage of the company on the company's right flank in a column of one, the company commander stands seven paces in front of the lead platoon (command group) facing the formation, and commands: “Company, ATTENTION. Pass in review, by platoon, at a distance of one guide (two guides), 1st Platoon (command group) forward, and the rest, right FACE”; “Sling ARMS” (“Assault rifles, port ARMS”); “Eyes right, forward—MARCH”; then he quickly about-faces to his left on his right toe and begins traveling on his left foot simultaneously with the company.

In response to the command “Pass in review” the following leave the formation and stand as follows: company deputy commanders—two paces behind the company commander, platoon commanders—two paces in front of their platoons, drummer—two paces behind the company deputy commanders, senior technician—two paces in front of the command group; guides move to the line of passage of the company double-time or in quick parade step, stop at distances of 10-15 m (15-20 paces) apart, face left on their own, and in response to the command “Forward—MARCH” simultaneously place their assault rifles in the “port arms” position and carbines in the “present arms” position.

The entire company begins to travel in response to the command of execution. In this case 1st Platoon (the command group) marches forward in parade step; upon reaching the place where 1st Platoon (the command group) had stood, each subsequent platoon faces left, marks time and dresses. When the distance from the platoon marching in front reaches that indicated in the command, the commander of the next platoon commands “FORWARD.” In response to this command the platoon begins traveling in parade step.

Persons on the right flank in the platoons travel along the line designated by the guides, within one pace of them.

When the company passes in review with carbines in the “on guard” position, bayonets are held opposite the right shoulder at neck height such that the bayonets of the second and subsequent ranks are to the right of the ranks marching in front. Carbines are placed in the “on guard” position by a command (signal) from the company (platoon) commander at the third or fourth guide from the reviewing superior.

200. The company commander, his deputies, the platoon commanders and the company senior technician render a hand salute and simultaneously turn their heads in the direction of the reviewing superior when within one guide from the superior.

After passing four paces beyond the superior the company commander marches to the side, stands to the right of his direct superiors (Article 199) and remains there until the entire company passes.

When the platoon commander salutes, all servicemen of this platoon, except those on the right flank, simultaneously turn their heads in the superior's direction. After the platoon passes a distance of one guide beyond the reviewing superior the platoon commander drops his salute, and all of the other servicemen turn their heads forward.

If the company had passed with carbines in the “on guard” position, they are placed in the “shoulder arms” position by a command (signal) of the platoon commanders.

201. After the company passes the reviewing superior the guides place their weapons in the “sling arms” position in response to a signal from their senior, they face right, overtake the company double-time in a column of one, and return to the formations of their subunits.

#### Battalion Review

202. A battalion forms up for a review in a line formation of a line of platoon columns or a formation two ranks deep; the battalion commander stands 10 paces in front of the center of the battalion; all of the battalion's drummers stand on the right flank in a single rank, two paces to the right of the commander of the lead company; the battalion deputy commanders and the battalion chief of staff stand two paces to the right of the drummers. If a band is to accompany the battalion, the drummers are not called out to the flank, and the band stands two paces to the right of the commander of the right-flank company.

203. The superior is greeted as indicated for a company. After the response to the superior's greeting, the company commanders leave the formation in response to the battalion commander's command “At ease” and stand five paces in front of the centers of their companies.

204. The battalion passes before the reviewing superior, by company, at a distance of one guide (two guides); companies pass in a column of three (four).

205. Before starting to pass in review, having formed (changed the formation of) the battalion as indicated, and with the guides on the battalion's right flank in a column of one, the battalion commander stands 15 paces in front of the lead company (battalion command group) and gives the command: “Battalion, ATTENTION. Pass in review by company, at a distance of one guide (two

guides), 1st Company (battalion command group) forward, the rest, right FACE"; "Sling ARMS" ("Assault rifles, port ARMS"); "Eyes right, forward—MARCH."

In response to the command "Pass in review" the following leave the formation by the shortest path and stand as indicated: battalion deputy commanders and battalion chief of staff—in one rank two paces behind the battalion commander, company commanders—seven paces in front of their companies, and their deputies—two paces behind them; platoon commanders stand two paces in front of their platoons. Company drummers come forward under the command of their seniors and stand facing the line of passage of the battalion, opposite the reviewing superior and a little closer to the start position of the battalion. If a band will accompany the battalion, it assumes the place indicated for drummers at this command.

206. When the last subunit of the battalion passes the reviewing superior, the drummers (band) begin marching forward at the command (signal) of the senior drummer (bandmaster) without stopping their playing, and when they reach the line of passage in review, they turn left (wheel left) after the senior drummer (bandmaster) and pass by the reviewer in parade step; after passing the superior by one or two guides, they stop playing.

207. Inspection of the battalion, movement of the guides out of formation and passing in review are as indicated for a company.

#### Regiment Review

208. A regiment is formed for review together with its Colors in a line of company or platoon columns; the regiment commander stands 20-30 paces in front of the center of the regiment formation. In the absence of a band the company drummers form up under the command of their senior at the place indicated for the band.

When the regiment acts as part of a division, the regiment commander stands on the regiment's right flank.

The superior is greeted and saluted as indicated for a company and a battalion; in this case the complete name designation of the regiment is stated and the honorary name designations and orders awarded to it are enumerated in the report. After the salute, the battalion commanders leave the formation in response to the command of the regiment commander "At ease" and stand 10 paces in front of the center of their battalions, while the commanders of separate companies (batteries) stand five paces away.

209. The regiment passes in review before the reviewing superior, by battalion or by company.

The order of passage of a regiment is as follows: The regiment commander marches in front, the regiment deputy commanders and the chief of staff march three paces behind him in one or two ranks, the colorbearer and assistants march two paces behind them, the rest of the regiment command group marches three paces

behind them in a column of three (four), and then follow the regiment's subunits at the established distances.

210. To pass in review, the regiment commander gives the command "Regiment, ATTENTION. Pass in review, by company (by battalion), at a distance of so-many guides, 1st Company (Battalion, regiment command group) forward, the rest, right FACE"; "Sling ARMS" ("Assault rifles, port ARMS"); "Eyes right, forward—MARCH."

In response to the command "Pass in review" the regiment deputy commanders and the regiment chief of staff leave the formation and stand two paces in front of the Colors, and the battalion, company and platoon commanders and the band (drummers) leave the formation and stand as indicated in articles 199 and 205.

In response to the command "March" the band begins playing a march (drummers begin playing the "Welcoming March"), and the lead company (battalion, regiment command group) begins marching forward in parade step. Having turned right, the rest of the subunits go as far as the place where the lead company had stood, face left (wheel), dress in response to the command of their commanders "MARK TIME," set the established distances, and in response to the command "FORWARD" they follow the subunit marching in front. The colorbearer and assistants do not turn their heads in the superior's direction as they pass in review.

211. When the last subunit of the regiment passes the reviewing superior, the band (drummer) begins traveling forward at the command (signal) of the bandmaster (senior drummer) while continuing to play, and when they reach the line of passage in review, they turn to the left (wheel) after the bandmaster (senior drummer) and pass by the superior in parade step; after passing one or two guides beyond the superior, they stop playing.

212. Inspection of the regiment, movement of the guides out of formation and passage in review are as indicated for a battalion.

#### Review in Vehicles

213. A company, a battalion and a regiment form up for review in a line formation with the personnel in front of the vehicles;

- company—vehicles in a line; personnel—in a formation of two ranks;
- battalion—vehicles and personnel in a line of platoon and company columns;
- regiment—vehicles and personnel in a line of company or platoon columns.

214. The review of personnel is conducted as indicated for a review on foot.

Inspection of the presence and condition of armament and equipment and of the preparedness of the personnel for actions in vehicles are carried out as indicated by the

reviewing superior. He also determines the order of passage in review in vehicles.

215. Companies and battalions pass in review in vehicles in march columns. A regiment may also pass as two or more columns.

The hatches and windows of vehicle cabs must be shut, except for the hatches (cab windows) of the vehicles of the commanders of the reviewed companies, battalions and regiments. In addition the hatches must be open on the vehicles of the commanders of the subunits who are allowed to stand in their hatches during movement in review.

With the permission of the reviewing superior, hatches and cab windows may also be open on other vehicles.

When passing in review, the following stand in the commander's hatch (in the right front corner of the assault force compartment, the vehicle body) of the vehicle: at a company review—the company commander and the platoon and vehicle commanders; at a battalion review—the battalion commander, and the company and platoon commanders; at a regiment review—the regiment commander, and the battalion and company commanders.

When traveling by motor vehicle, subunit and unit commanders may sit next to the vehicle driver.

216. Passing in review begins at the command (signals) "Into a column—MARCH" (Attachment 1). All vehicles begin moving simultaneously in the formation they had occupied when in place, or they change formation at the command (signal) of the commander, assuming the established distances and intervals while on the move. If the distances between the vehicles were not more than 10 m, the vehicles begin traveling one at a time, setting the established distances, and when they pass in two or more columns, they set the intervals as well.

Two or three guides before the reviewing superior, commanders occupying a commander's hatch (the right front corner of the assault force compartment, of the vehicle body, in the cab) of the vehicle render a hand salute and simultaneously turn their heads in the direction of the superior. The rest of the servicemen act as indicated in Article 190. In this case assault rifles are supported in the "port arms" position by the left hand grasping the forestock and handguard. After passing a distance of one guide beyond the reviewing superior, the subunit and unit commanders drop their salutes and turn their heads forward, while the rest of the servicemen assume the position of "at ease."

217. Prior to passing in review, the unit's Colors are positioned unfurled in the upper hatch (assault force compartment, body) of the unit commander's vehicle. The colorbearer and assistants stand at "attention" and do not turn their heads in the direction of the superior when passing in review. The assistants, who are armed

with assault rifles, must hold them in the "port arms" position and support them with the left hand by the forestock and handguard.

## **Chapter 7. The Position of a Military Unit's Colors in Formation, Escort of the Colors**

### **General Provisions**

218. A colorbearer and two assistants are appointed from among sergeants, warrant officers or officers, primarily from among persons who have been awarded orders and medals and persons who are excellent-rated in combat training by a unit order.

In addition a color platoon is appointed by an order to escort the Colors when bringing them out to the regiment and returning them to their place of storage. When the color platoon marches to the place of storage of the Colors, it must be accompanied by the colorbearer, assistants and drummer.

The colorbearer and assistants must wear shoulder belts (Attachment 4) when carrying the Colors.

The Colors are always brought out to the unit unfurled. When they must be moved a significant distance, the Colors are carried (transported) in a cover.

### **Position of the Colors in Formation**

219. In formation in place, the colorbearer holds the Colors next to his leg with his freely lowered right hand. The bottom end of the staff must be beside the middle of the right foot. When movements are carried out with weapons, the position of the Colors does not change.

220. For travel, the colorbearer shifts the Colors to the left shoulder in response to the preparatory command "Forward" and holds them with his left hand extended down the staff, and drops the right hand. In this position of the Colors the bottom end of the staff must be 50-60 cm above the ground.

221. When traveling with the Colors, the assistants and the color platoon must hold their weapons in "port arms" position when armed with assault rifles, and in "shoulder arms" position when armed with carbines. In this case assault rifles are supported in "port arms" position with the left hand grasping the forestock and handguard.

222. The colorbearer holding the Colors and two assistants stand in the unit's line formation.

### **Procedure for Escorting the Colors**

223. The color platoon travels to the place of storage of the Colors in a column of three (four). The platoon commander marches six paces ahead of it, the colorbearer and assistants are two paces behind him, and the drummer is two paces behind the colorbearer.

224. On arriving at the place of storage of the Colors the color platoon forms into a line formation two ranks deep

such that the center of the formation is opposite the exit from the room (place of storage).

The platoon commander stands on the platoon's right flank, to the right of the drummer, and the colorbearer and assistants form into a single rank two paces to the right of the platoon commander. To receive the Colors, the assistant (deputy) chief of staff calls out the colorbearer: "Colorbearer, behind me, forward—MARCH."

In response to this command the colorbearer and assistants follow the assistant (deputy) chief of staff.

225. On accepting the Colors from the officer of the guard, the assistant (deputy) chief of staff presents them to the colorbearer and examines the Colors in the presence of the officer of the guard as indicated in the Interior Service Regulations. Then the assistant (deputy) chief of staff renders a hand salute and gives the command: "Colorbearer, behind me, forward—MARCH" and goes over to the color platoon. When the Colors appear at the exit, the commander of the color platoon commands: "Platoon, to the Colors, ATTENTION," and if the platoon is armed with carbines, he commands: "Platoon, to the Colors, ATTENTION, present ARMS." In response to the first command the platoon comes to attention and the platoon commander renders a hand salute, and in response to the second command the platoon additionally places carbines in the "present arms" position (Article 79); the drummer begins playing "To the Colors."

The colorbearer and assistants stand two paces to the right of the platoon commander in a single rank with their front facing the direction of travel. The assistant (deputy) chief of staff stands two paces in front of the colorbearer and drops his salute; the drummer ceases beating the drum.

As soon as the colorbearer and assistants take their places the platoon commander drops his salute and commands: "Platoon, right FACE," and if the platoon had carbines in the "present arms" position, he first gives the command "Platoon, order ARMS," followed by "Shoulder ARMS."

226. Travel with the Colors begins in response to the command of the assistant (deputy) chief of staff "Colorbearer, behind me, forward—MARCH." In response to this command the assistant (deputy) chief of staff, the colorbearer and assistants begin marching at half step. The color platoon changes its formation on the move as indicated in Article 120 in response to the command of the platoon commander "Platoon, into a column of three (four), forward—MARCH." After the platoon changes its formation, all begin traveling at full step in response to the command "FORWARD" of the assistant (deputy) chief of staff.

Travel with the Colors proceeds in parade step in the following order: the assistant (deputy) chief of staff, the colorbearer and assistants two paces behind him, the platoon commander three paces behind the colorbearer,

and the platoon four paces behind him; the drummer follows two paces behind the platoon commander.

The drummer plays the "Welcoming March" as the color platoon marches, and stops playing when the band (drummers) begins to play.

227. When the color platoon and the Colors get within 40-50 paces of the regiment, the regiment commander commands: "Regiment, to the Colors, ATTENTION, eyes RIGHT (LEFT, CENTER)," and if the regiment is armed with carbines, he commands: "Regiment, to the Colors, ATTENTION. Greeting right (left, front), present ARMS."

In response to the first command the commanders of subunits from platoon and above render a hand salute; they turn their heads in the direction of the Colors and follow them with their gaze, turning their heads after them; the band plays the "Welcoming March." In response to the second command carbines are additionally placed in "present arms" position (Article 79). If a band is not accompanying the regiment, the drummers, who had formed up beforehand at the band's location, play "To the Colors." The color platoon halts at the regiment's left flank, and if the platoon is armed with carbines, they are placed at "present arms" in response to a command from the platoon commander. The colorbearer and assistants continue to travel toward the right flank along the front of the regiment under the command of the assistant (deputy) chief of staff. On reaching the regiment's right flank the assistant (deputy) chief of staff returns the colorbearer and assistants to the place specified for them in the formation, after which he himself returns to his place.

When the colorbearer assumes his place, the regiment commander signals the band (drummers) to stop playing and commands "AT EASE," and if the regiment had carbines in "present arms" position, he first gives the command "Regiment, order ARMS."

After the regiment commander's command "At ease," the commander of the color platoon leads the platoon to its place in the company formation.

228. To return the Colors the regiment commander commands: "Color platoon—FORWARD."

In response to this command the color platoon and drummers are led out in a column of three (four), and wheeling left, it stops 20-25 paces in front of the center of the left-flank subunit facing the front of the regiment.

When the color platoon halts, the regiment commander commands: "Regiment, to the Colors, ATTENTION, eyes RIGHT," and if the regiment is armed with carbines, he commands: "Regiment, to the Colors, ATTENTION. Greeting right, present ARMS."

In response to this command the regiment proceeds as indicated in Article 227 (the color platoon dresses left); the band plays the "Welcoming March" (the drummers play "To the Colors"); the assistant (deputy) chief of



staff commands the colorbearer: "Colorbearer, behind me, forward—MARCH" and leads him and his assistants along the front to the color platoon.

When the colorbearer and the Colors come even with the color platoon, the commander of the color platoon commands: "Platoon, forward—MARCH," and if the platoon is armed with carbines, he first gives the command "Platoon, order ARMS," and then "Shoulder ARMS." The platoon marches with the Colors to their place of storage.

When the color platoon is 40-50 paces away the regiment commander signals the band (drummers) to stop playing and commands "AT EASE," and if the regiment had carbines in the "present arms" position, he first gives the command "Regiment, order ARMS."

229. On approaching the place of storage of the Colors, the commander of the color platoon forms the platoon as indicated in Article 224 and commands: "Platoon, to the Colors, ATTENTION," and if the platoon is armed with carbines, he commands: "Platoon, to the Colors, ATTENTION, present ARMS." In response to these commands the platoon proceeds as indicated in Article 225. The drummer plays "To the Colors." The assistant (deputy) chief of staff renders a hand salute, commands the colorbearer: "Colorbearer, behind me, forward—MARCH," and leads him and his assistants. When the Colors are inside the room, the commander of the color platoon drops his salute, the drummer stops beating the drum, and if the platoon had carbines in the "present arms" position the platoon commander gives the command "Platoon, order ARMS," followed by "Sling ARMS," and he leads the platoon as directed.

## **Chapter 8. Military Parades and Honor Guards**

### **1. Military Parades**

#### **General Provisions**

230. Combined units (military units) occupy their places in accordance with the formation plan. On reaching the place of formation for the parade, bands accompanying troops stop playing. Combined unit (military unit) commanders and their deputies stand on the right flanks of their combined units (military units) in a single rank; the colorbearer and assistants stand with the combined unit's (military unit's) Colors two paces left of the deputies.

The bands of the military units form up into a combined band under the command of the garrison bandmaster opposite the parade reviewing official [prinimayushchego parad] and a little closer to the start position of the troops; trumpeters form up in front of the combined band. Designated drummers stand in one or several ranks behind the lead subunit.

231. The Colors of combined units (military units) that had been awarded orders must be accompanied by the orders and order ribbons.

232. Military units (subunits) armed with carbines form for the parade holding them in "order arms" position, while those armed with assault rifles hold them in "port arms" position.

The commanders of the military units report arrival and formation of their units to the seniormost of the commanders of the combined units (military units) participating in the parade.

233. Guides are placed at the disposal of the garrison commandant to mark the places where the military units are to form, their flanks, and the depth of the formation, and to mark the line of passage in review. Guides from each military unit appear under the command of an officer in response to special instructions from the garrison commandant.

The guides must be positioned at the place of formation of the troops before the troops arrive. After the military units occupy their places for formation, the guides return to the formations of their own subunits.

234. Prior to arrival of the parade reviewing official, troops in the place of formation for the parade salute only military units as they pass before the front of formed units, and the parade commander.

Servicemen who are not in formation come to attention and render a hand salute when reporting to the parade commander and parade reviewing official, and they salute the Colors as the troops pass in review.

#### **Greeting of the Parade Commander and Parade Reviewing Official by the Troops**

235. To greet the parade commander the seniormost of the commanders of the combined units (military units) participating in the parade gives the command: "DRESS RIGHT," "ATTENTION," "Eyes RIGHT (LEFT, CENTER)" and reports that the troops are formed. On receiving the report the parade commander gives the command "AT EASE." The combined band does not play when the parade commander is greeted.

236. To greet the parade reviewing official the parade commander gives the command: "DRESS RIGHT," "ATTENTION," "Eyes RIGHT (LEFT, CENTER)," and if military units armed with carbines are present, "DRESS RIGHT," "ATTENTION," "Greeting right (left, front), present ARMS."

All commanders beginning with commanders of platoons and above render a hand salute.

The combined band plays the "Welcoming March."

237. Saluting, the parade commander drives up to the parade reviewing official and reports. For example: "Pan Colonel General. The troops of such-and-such a garrison are formed for a parade commemorating such- and-such a holiday. Parade commander Lieutenant General Shevchenko."

When the parade commander halts for his report, the combined band stops playing. After finishing the report the parade commander escorts the parade reviewing official without dropping his salute, following on the outside of the formation and a little to the rear.

238. On receiving the report the parade reviewing official inspects the troops in his vehicle, greets them and congratulates them. The combined band plays the "Welcoming March," stopping whenever the parade reviewing official stops to greet and congratulate the troops.

The troops respond to the greeting and congratulations in accordance with Article 163; in this case the "Hurrah" is long and echoing.

239. When the parade reviewing official returns to the place at which he is to review the parade after inspecting the troops, the troops resume their "Hurrah" (long, echoing). The combined band plays "Glory to You" or "Long Live Our State."

240. When so instructed by the parade reviewing official the parade commander gives the command "AT EASE." The commanders of the military units repeat the command "At ease," or the command: "Order ARMS," followed by "AT EASE."

The trumpeters (cornet and trumpet players) of the combined band play the "Pay Attention" call.

241. After the "Pay Attention" call is finished, the parade reviewing official gives a speech (reads an order). At the end of the speech (reading of the order) the troops give three "Hurrahs," the combined band plays the Ukrainian National Anthem, and a gun salute is fired simultaneously (if one is foreseen); all commanders from platoon commander and above render a hand salute, and troops without command come to attention.

When the band finishes playing the anthem the trumpeters (cornet and trumpet players) play "Retreat," all commanders from platoon commander and above drop their salutes, and the troops assume the position of "at ease."

#### Procedure of Passing in Review

242. The troops pass in review in formations and in a sequence indicated in a garrison order.

To pass in review, the parade commander gives the command: "ATTENTION." "Pass in review, by company (by battery or by battalion, by division), at a distance of one guide (two guides), 1st Company (Battalion) forward, the rest, right FACE," "Shoulder ARMS," "Eyes right, forward—MARCH."

243. In response to the command "Pass in review" the subunit commanders leave their formations and stand in front of their subunits, and the commanders of the military units (combined units) and their deputies stand

forward of the commanders of the lead subunits (military units) at the established distances.

The colorbearers and assistants also come forward and stand at the established distance.

Designated drummers come forward and stand 15-20 paces in front of the commander of the lead combined unit (military unit).

Guides appointed to mark the line of passage in review occupy their places along this line double-time (in parade step) at a distance of 15- 20 paces apart.

In response to the command of the military unit commander "Shoulder arms," subunits armed with carbines place them in "shoulder arms" position (the "port arms" position of assault rifles is not changed); the colorbearers raise their Colors, insert the bottom end of the staff into the cup on the shoulder belt, and support the staff with their hands.

244. Having given the command to pass in review, the parade commander moves 30 paces forward of the commander of the lead combined unit (military unit), in front of the drummers. On getting within one or two guides of the parade reviewing official he renders a hand salute and turns his head in his direction, and upon passing the parade reviewing official, he leaves his vehicle and stands to the right and somewhat to the rear of the parade reviewing official.

245. In response to the command of the parade commander "March" the lead subunit begins marching in parade step to the beating of small drums. The rest of the subunits march to the place where the lead subunit had stood, turn left (wheel left) at the command of their commanders, dress, assume the established distances, and at the command "FORWARD" they march behind the subunit in front.

The persons on the right flank of the subunits march within one pace of the line marked by the guides.

246. As the combined unit passes in review, the formation commander marches in front of the center of the front of the subunit of the lead military unit that is marching in front; his deputies march three paces behind him (in a single rank), the colorbearer marches two paces behind the deputies together with the Colors and assistants, and the military units (subunits) of the combined unit follow four paces behind the Colors, one after the other at established distances.

247. When the lead subunit approaches to a distance of four or five guides from the parade reviewing official, the combined band begins playing a march; the drummers traveling at the head of the column stop beating their drums and continue traveling in the indicated direction.

248. To pass in review with carbines in the "on guard" position, troops place their weapons in that position in response to a command (signal) from their commanders three or four guides before the parade reviewing official.

249. When passing in review, the commanders of combined units, military units and subunits render a hand salute and turn their head in the direction of the parade reviewing official on getting within one or two guides of the parade reviewing official; all who are in formation, except the persons on the right flanks, simultaneously turn their heads in the same direction. When the last rank of the passing subunit passes the parade reviewing official, the commanders drop their salutes and turn their heads forward, and all who are in formation simultaneously turn their heads forward.

If the subunits had passed with carbines in the "on guard" position, in response to a command (signal) from their commanders they place their weapons in the "shoulder arms" position.

The colorbearers and assistants do not turn their heads in the direction of the parade reviewing official when passing in review.

250. On passing the parade reviewing official, the combined unit (military unit) commanders leave the formation and stand five paces to the right of the parade commander.

251. Formation and military unit commanders passing in review in vehicles travel ahead of their formations and units in motor vehicles (in tanks with open upper hatches or in self-propelled guns, standing in the turret), and when within two or three guides of the parade reviewing official they render a hand salute while simultaneously turning their heads in the direction of the parade reviewing official.

The upper hatches of the rest of the tanks (self-propelled guns) must be closed.

Servicemen in the cabs of motor vehicles (prime movers) do not salute as they pass in review.

Servicemen in the open bodies of vehicles salute by turning their heads on getting within two or three guides of the parade reviewing official.

252. Having passed by the parade reviewing official, every combined unit (military unit) marches in the same formation to an indicated place, from which it returns to the place of its accommodation after changing its formation as necessary.

253. When the last military unit passes the parade reviewing official the combined band stops playing, faces right and marches to the start position, from which it passes in review while playing a march.

## 2. Forming Honor Guards to Present Honors

254. An honor guard is formed together with the Colors into a line formation two ranks deep to greet the President of the Ukraine, the Chairman of the Ukrainian Supreme Soviet, the Ukrainian Prime Minister and the Ukrainian Minister of Defense visiting the garrison. The

colorbearer and assistants stand two paces from the right flank of the guard, and the band stands three paces to the right of the Colors.

When the person to be greeted comes within 40-50 paces, if the guard is armed with carbines the commander of the honor guard commands: "Guard—dress right," "Attention," "Greeting right (left, front), present ARMS"; if the guard is armed with assault rifles, he commands: "Guard—dress right," "Attention," "Dress right (left, center), DRESS."

In response to these commands the honor guard presents arms or only turns heads in the direction of the person to be greeted; the band plays the "Welcoming March," the honor guard commander raises his saber and approaches the person to be greeted in parade step, and when he gets to within three paces of him, he stops, salutes with the saber and reports. For example: "Pan Colonel General. The honor guard in honor of your visit is formed. Officer of the guard Major Shevchenko."

When the officer of the guard stops for the report, the band stops playing. On finishing the report the officer of the guard steps to the side with his left (right) foot while simultaneously facing right (left).

The band plays the Ukrainian National Anthem.

When the band finishes playing the anthem the officer of the guard escorts the visitor along the front of the guard, following one or two paces behind him and on the outside of the formation, with his saber lowered.

After the guard is greeted and its front is inspected, the officer of the guard commands "Order ARMS," he returns the saber to its scabbard and changes the guard's formation into a column of three (four); then the guard passes in review by the visitor.

255. To unveil a monument, the honor guard forms up in two ranks in front of the monument and facing it. The officer of the guard posts two pairs of sentries at the monument. The sentries must stand at attention with their assault rifles at "port arms" (with carbines at "order arms").

As the official unveiling the monument comes to within 40-50 paces, when the guard is armed with assault rifles the officer of the guard commands: "Guard—dress right," "ATTENTION," "Dress right (left, center), DRESS," and when the guard is armed with carbines: "Guard—DRESS RIGHT," "ATTENTION," "Greeting right (left, front), present ARMS"; he raises his saber, approaches the person in parade step, halts three paces from him, salutes with his saber and reports. For example: "Pan Lieutenant General (or he names the position of the official). The honor guard in honor of unveiling of such-and-such monument is formed. Officer of the guard Captain Petrenko."

Finishing the report, the officer of the guard steps to the side with his left (right) foot while simultaneously facing right (left), allows the official unveiling the monument to

go forward, and escorts him, following one or two paces behind him and to the outside of the formation with his saber lowered. When so instructed by the official, the officer of the guard gives the command "At ease" and returns to his place in the formation.

If the official unveiling the monument is a serviceman, personnel of the honor guard respond to his greeting in accordance with Article 163, while in regard to all other persons they respond to the greeting as specially instructed.

Before the cover is removed from the monument the officer of the guard commands: "Guard—ATTENTION." "Eyes CENTER," "Present ARMS"; an honor guard armed with carbines presents arms, and the band plays the Ukrainian National Anthem.

After the band finishes playing the anthem the officer of the guard gives the command "At ease" (when the guard is armed with carbines, "Order ARMS" followed by "At ease").

When the ceremony ends, the honor guard changes formation into a column of three (four) at the command of the officer of the guard and passes in review by the monument. The sentries from the honor guard are relieved on the basis of special instructions.

The signal tables for control of a formation and control of a vehicle (attachments 1 and 2) correspond to the tables of the Armed Forces Drill Regulations.

### Attachment 3. Personnel and Equipment Status Report Record

NOTES: 1. The ranks and names of company commanders beginning with 1st Company are indicated on the back of a battalion's personnel and equipment status report record, while the ranks and names of battalion commanders are also indicated on the back of a regiment's report.

(1) СТРОЕВАЯ ЗАПИСКА															(3) полка	
(2) РОТЫ (БАТАЛЬОНА)																
« » 19 г.																
(4) Вид учета	(5) Личный состав					(11) Оружие					(17) Вооружение и техника					
	(6) Офицеры	(7) Прапорщики	(8) Сержанты	(9) Солдаты	(10) Всего	(12) Автоматы	(13) Карабины	(14) Ручные пулеметы	(15) Ротные пулеметы	(16) И т. д.	(18) БМП-1	(19) БТР-60П	(20) Танки	(21) Тягачи	(16) И т. д.	
По списку (22)																
В строю (23)																
Отсутствует (24)																
Командир роты (батальона, полка) (25)															(26) (воинское звание, подпись)	

#### Key:

1. Personnel and equipment status report record of
2. Company (battalion)
3. Regiment
4. Form of accounting
5. Personnel
6. Officers
7. Warrant officers
8. NCO's
9. Privates
10. Total
11. Weapons
12. Assault rifles
13. Carbines

14. Light machineguns
15. Company machineguns
16. Etc.
17. Armament and equipment
18. BMP-1
19. BTR-60P
20. Tanks
21. Prime movers
22. Listed
23. In formation
24. Absent
25. Company (battalion, regiment) commander
26. Rank, signature

2. After it is filled in, the personnel and equipment status report record is stored as an official document, and destroyed when necessary according to the established procedure.

#### **Attachment 4. Description of the Shoulder Belt for Carrying the Colors**

The shoulder belt worn by the colorbearer to carry the Colors consists of a long and a short shoulder strap and a leather cup in which the lower end of the staff of the Colors is inserted. The leather shoulder straps are 80 mm wide, they are covered with blue silk fabric, and their edges are hemmed with gold lace 12-15 mm wide.

The shoulder belt for assistants is the same as for the colorbearer, except that a gold brush is sewn in place of the leather cup.

#### **Attachment 5. Rules for Company Bugler-Drummers**

1. In formation, the bugler-drummer holds his drum suspended from a drum strap worn over the left shoulder with the lower drum head next to the right thigh. The drumsticks are in sockets on the drum strap with their thin ends downward.

The bugle is carried on a lanyard slung over the right shoulder. The bugle is also secured by a ring to the waist belt beside the left thigh with the bell downward.

2. To prepare to beat the drum, the drummer removes the drumsticks from the sockets on the drum strap, moves the drum to playing position and places the thin ends of the drumsticks on the upper drum head.

In this case the bugle remains in the position indicated in Paragraph 1.

To indicate the start and end of a drumroll, the senior drummer signals with a wave of a drumstick.

3. When turning, the drummer holds the drum steady with his hand on the rim.

4. When traveling in formation without playing, the drummer holds the drum as indicated in Paragraph 1.

5. To prepare to play the bugle, the bugler takes the bugle in the right hand and raises the mouthpiece to his mouth. In this case the drum remains in the position indicated in Paragraph 1.

#### **Attachment 10. Procedure for Inspecting and Evaluating the Drill Training of Servicemen, Subunits and Military Units of the Ukrainian Armed Forces**

##### **I. General Provisions**

1. Being the principal training subject, drill training in many ways promotes high quality completion of combat training tasks, reinforcement of military discipline and maintenance of proper order.

Drill training in military units and combined units is inspected and evaluated at performance evaluation exercises in the course of training, in reviews, and in end-of-training-period performance evaluations for the training period and the training year, in accordance with requirements of the Drill Regulations and other general military regulations of the Ukrainian Armed Forces.

2. The overall evaluation of the drill training of a subunit and a unit is comprised of evaluations of individual training, degree of subunit drill smoothness and coordination and fulfillment of the requirements of the Drill Regulations and other general military regulations in daily life, coupled with observance of uniform rules by all servicemen.

##### **II. Inspection and Evaluation of Individual Drill Training**

3. Inspection of individual drill training of servicemen entails inspection of their appearance, their performance of drill movements with and without arms, and testing of their knowledge of the provisions of the Drill Regulations and other general military regulations, and for officers, training methods.

4. Appearance is evaluated as "satisfactory" if the serviceman's uniform and gear are carefully fitted, if he is neatly groomed and if all uniform articles correspond strictly to the rules of uniform wear.

Appearance is evaluated as "unsatisfactory" if the serviceman has violated the uniform rules in any way and if this shortcoming cannot be corrected on the spot, while in formation.

Further inspection of the subunit (unit) is suspended if more than 15 percent of its servicemen (subunits) have an unsatisfactory appearance. If the shortcomings are correctable during the inspection, time is allowed in this case to correct them, and a repeat inspection is conducted.

5. The individual assessment of individual training of servicemen in regard to covered material is:

- "excellent" if not less than 50 percent of the inspected drill movements are completed with an "excellent" score and the rest are completed with a "good" score, and when a satisfactory evaluation is given to appearance, to the knowledge of the Drill Regulations and other general military regulations within the scope of the position occupied, and for officers, training methods;
- "good" if not less than 50 percent of the inspected drill movements are carried out with a score of not less than "good," and the rest are carried out with a score of "satisfactory," and when a satisfactory evaluation is given to appearance, to the knowledge of the Drill Regulations and other general military regulations within the scope of the position occupied, and for officers, training methods;

- "satisfactory" if not less than 80 percent (and in regard to officers, warrant officers and NCO's—100 percent) receive an evaluation of not less than "satisfactory" in inspected drill movements, and when a satisfactory evaluation is given to appearance, knowledge of regulations and training methods.

6. The evaluation of individual drill training of the subunits of military units is comprised of the individual evaluations received by privates, NCO's and warrant officers, and it is:

- "excellent" if 90 percent received positive evaluations, with not less than 50 percent of the positive evaluations are received by persons who received an "excellent" evaluation;
- "good" if 80 percent of the evaluations are positive, with not less than 50 percent of the number of positive evaluations being received by persons who received an evaluation of not less than "good";
- "satisfactory" if not less than 70 percent of the evaluations are positive.

7. The evaluation of individual drill training of a unit is comprised of the evaluations received by the subunits, and it is:

- "excellent" if not less than half of the inspected subunits received an "excellent" evaluation and the rest received a "good" evaluation;
- "good" if not less than half of the inspected subunits received not less than a "good" evaluation and the rest received a "satisfactory" evaluation;
- "satisfactory" if not less than 70 percent of the inspected subunits received positive evaluations.

### III. Inspecting and Evaluating the Degree of Subunit Drill Smoothness and Coordination

8. Smoothness and coordination is determined on the basis of the following indicators:

- the actions of subunits in line and column formation, and change of the formations of the subunits in place and while traveling;
- the actions of subunits at vehicles and in vehicles;
- the singing of marching songs;
- passing in review on foot or in vehicles.

9. The evaluation for the degree of drill smoothness and coordination of the subunits of military units and of subunits is comprised of the evaluations given to each indicator of drill smoothness and coordination, and it is:

- "excellent" when not less than half of the evaluations

are "excellent," to include actions in vehicles, and the rest are "good";

- "good" if not less than half of the evaluations are not less than "good," including for actions in vehicles, and the rest are "satisfactory";
- "satisfactory" if all indicators are not less than a satisfactory evaluation.

10. The evaluation for the degree of drill smoothness and coordination of a unit is comprised of the evaluations received by the subunits, and it is:

- "excellent" if not less than half of the inspected subunits were evaluated as "excellent" and the rest were "good";
- "good" if not less than half of the inspected subunits were evaluated at not less than "good," and the rest were "satisfactory";
- "satisfactory" if not less than 70 percent of the inspected subunits received positive evaluations.

### IV. Evaluation of Fulfillment of the Requirements of Drill Regulations in Daily Life

11. The evaluation given to a subunit and a unit for fulfilling the requirements of the Drill Regulations in daily life is determined on the basis of strict fulfillment of the established daily routine of the unit and the training schedule, observance of the order and rules established by regulations and orders of commanders by all servicemen, and fulfillment of the rules of uniform wear.

The evaluation given to a subunit and a unit in regard to this indicator is: "satisfactory" if all three basic requirements are fulfilled; "unsatisfactory" if any one of the above-indicated requirements is not fulfilled in the subunit or unit.

### V. Overall Evaluation of Drill Training

12. The overall evaluation of drill training of subunit and a unit is:

- "excellent" if the evaluation for individual drill proficiency and drill smoothness and coordination is "excellent," and the evaluation for fulfillment of the requirements of the Drill Regulations and other general military regulations in daily life is "satisfactory";
- "good" if the evaluation for individual drill proficiency and drill smoothness and coordination is not less than "good," and the evaluation for fulfillment of the requirements of the Drill Regulations and other general military regulations in daily life is "satisfactory";
- "satisfactory" if positive evaluations are given in relation to all three indicators.

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